



2001–2002 BUDGET

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BUDGET AT A GLANCE

BUDGET AT A GLANCE

	Budget <u>2000-01</u>	Budget <u>2001-02</u>	Dollar <u>Change</u>	Percent <u>Change</u>
BUDGET	\$339,540,600	\$349,771,700	\$10,231,100	3.01%
PROPERTY TAX LEVY (Before STAR)	\$138,027,400	\$136,832,400	-\$1,195,000	-0.87%
TYPICAL HOMESTEAD BURDEN*				
Property Tax	\$1,039.80	\$1,068.90	\$29.10	2.80%
Service Charges	<u>\$581.56</u>	<u>\$600.76</u>	<u>\$19.20</u>	3.30%
Subtotal	\$1,621.36	\$1,669.66	\$48.30	2.98%
Less savings from BASIC STAR**	<u>\$253.80</u>	<u>\$391.35</u>	<u>\$137.55</u>	54.20%
Total	\$1,367.56	\$1,278.31	-\$89.25	-6.53%
TYPICAL NON-HOMESTEAD BURDEN***				
Property Tax	\$10,048.33	\$9,723.01	-\$325.32	-3.24%
Local Works Charge	<u>\$433.50</u>	<u>\$505.50</u>	<u>\$72.00</u>	16.61%
Total	\$10,481.83	\$10,228.51	-\$253.32	-2.42%
PROPERTY TAX RATES (PER \$1,000)				
Homestead	\$18.94	\$19.47	\$0.53	2.80%
Non-Homestead	\$43.86	\$42.44	-\$1.42	-3.24%
TYPICAL HOMESTEAD SERVICE CHARGES				
Water	\$224.96	\$224.96	\$0.00	0.00%
Refuse	\$241.00	\$241.00	\$0.00	0.00%
Local Works	<u>\$115.60</u>	<u>\$134.80</u>	<u>\$19.20</u>	16.61%
	\$581.56	\$600.76	\$19.20	3.30%

*Based on a house assessed at \$54,900 with 40' front footage and using 80,000 gallons of water annually.

**Basic STAR Exemption is \$20,100 in 2001-02.

***Based on a business assessed at \$229,100 with 150' front footage.

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READER'S GUIDE

Budget Process

This budget is for the City's 2001-02 fiscal year, which begins on July 1, 2001 and closes on June 30, 2002. The process and content requirements of the annual budget are stipulated in Section 3–9 of the City Charter. Consistent with these requirements, the Mayor prepares a proposed budget. Detailed budget requests are made by each department, reviewed and analyzed by the Bureau of Budget and Efficiency, and approved by the Mayor.

The Mayor's proposed budget is considered by the City Council, and at least one public hearing is scheduled. The City Council may adopt the budget as proposed by the Mayor or may modify it. If the City Council's action on the budget contains no additions, the budget is adopted without further action. Reductions to the proposed budget do not require the approval of the Mayor. If City Council's action includes any additions, the budget must be presented to the Mayor by June 20. The Mayor may accept or reject any additions. If the Mayor accepts the additions, the budget is adopted without further action. If the Mayor rejects any additions, he must inform the City Council of the items rejected with his reasons and return the budget to the Council by June 25. The City Council may then reconsider the budget and, by June 30, may revise its actions in conformity with the Mayor's objections or may, upon a two-thirds vote, override the Mayor's objections. If City Council does not, by June 30, adopt a budget according to these procedures, the budget as submitted by the Mayor plus any City Council additions not objected to by the Mayor will be the budget for the ensuing year.

Scope of the Budget

The budget contains most of the ongoing operations of the City of Rochester. Certain programs are not included:

City School District. A summary of the proposed City School District budget is included (Tab 17). The complete text of the School budget is included in a separate document.

Federal Programs. The administrative costs and certain program expenses are included. However, most program expenditures from the Consolidated Plan, Law Enforcement Block Grant (LEBG), and Enterprise Community Zone (ECZ) are not included. Appropriations from these programs are made during the year.

Capital Programs. The budget includes two types of capital expenditures: Cash Capital, the direct outlay for capital purposes, and Debt Service, the repayment of principal and interest on previously authorized borrowing. Not included is the appropriation of the proceeds from note and bond sales that may occur during the year. These will be appropriated individually during the year, and their repayment will be included in future budgets as Debt Service. The Capital Improvement Program (CIP) section in the Budget document details all expected capital program expenditures for 2001-02, and each of the subsequent four years.

Trust and Agency Funds. On occasion, the City receives income that is to be used for restricted purposes. An example is the income in the Fund for the City's Future, which is restricted to the promotion of City tourism, living, and marketing. Such funds are not included in the budget and require City Council appropriation during the year.

Budget Format - Organization

The budget is organized into five presentations:

1. The Mayor's Message
2. City Council Report (in Approved Budget only)
3. Summary (Tab 1)
4. Departmental Sections (Tabs 2-15)
5. Informational Sections (Tabs 16-17 & Index)

The departmental sections are indicated by white tabs with the name of each department.

Budget Format - Departmental Sections

Each departmental section contains a Department Summary that includes organization, program, and financial data relating to the total department. Major changes from the prior year are highlighted. In addition, for each major function within a department, there are three detailed presentations:

1. *Programs*, which provides information for each activity, including descriptions, performance indicators, and any program change from the prior year.
2. *Expenditures and Employee Years*, which contains current and historical expenditure and personnel data. The expenditure data are presented in two ways — by major object (or type) of expense and by activity.
3. *Personnel*, which includes a calculation of employee years and a detailed listing of all full time position titles and pay brackets. The employee year calculations on this page produce the totals listed on the Expenditure and Employee Year pages.

In the Undistributed Expenses (Tab 13), Contingency (Tab 14) and Capital (Tab 15) sections, no personnel data are provided, as no staff are assigned.

Budget Format Year-to-Year Comparisons

The year-to-year comparison for each bureau or division calculates the increase or decrease in the budget and employee years for that unit. An analysis of the change in the budget is included. The total change is the sum of the change noted in each of six categories. The categories are:

1. *Salary and Wage Adjustment*, which accounts for all routine changes in personnel compensation. This includes contract settlements, step and merit advancements, upgrades and downgrades of positions, and turnover that replaces higher compensated employees with lower compensated ones within the same pay brackets.
2. *General Inflation*, which accounts for increases in the cost of goods and services attributed to inflation.
3. *Chargebacks*, which accounts for the year to year change in charges for services provided to the activity by other units of City government. These services are duplicating, postage, motor equipment fuel and service, telephone service, workers' compensation, water, refuse collection, and geographic information system.
4. *Vacancy Allowance*, which accounts for the year to year change in the assumption of the vacancy allowance. This allowance is the difference between the actual expenditure requirements for personnel and that required if all positions were filled at all times.
5. *Miscellaneous*, which accounts for minor changes not accounted for by any of the other categories.
6. *Major Change*, which accounts for significant budget variances. If there are any major changes, a narrative explanation follows immediately.

Program changes, if any, are detailed in the activity presentations.

Basis of Accounting

The accounting policies of the City of Rochester conform to generally accepted accounting principles. The basis of accounting is the modified accrual method, in which revenues are recognized in the period in which they become available and

measurable, and expenditures are recognized at the time a liability is incurred, except principal and interest on long-term debt and pension liability, which are recorded when due. The exception to this basis is for the Enterprise Funds that are on an accrual basis, in which revenues are recognized when earned, and expenditures are recognized when incurred.

The accounts of the City are organized into various funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts.

Glossary

Activity The most basic level of presentation in the budget. Each major function is divided into activities, for which budgetary, personnel, and narrative information is provided.

Adopted Budget The annual operating budget plan for the upcoming fiscal year approved by City Council according to the City Charter.

Appropriation An authorization to expend funds for stated purposes.

Assessed Value The value assigned for property tax purposes to each property within the City. Rochester utilizes a full value system; thus, it is the objective to assess all property at 100 percent of full market value.

Assessed Value Tax Rate The amount of tax levied for each \$1,000 of assessed valuation.

Bond Anticipation Note A note that may be redeemed with the proceeds from the future sale of a serial bond. A note is a short term borrowing instrument, usually requiring repayment within one year of issuance.

Budget Amendment A formal action by the City Council to adjust the budget after adoption. These amendments take two forms: the transfer of an appropriation from one departmental budget to another, or the appropriation of new sources of revenue to support a new expense

Capital Improvement Program (CIP) The five-year spending plan for major improvements and construction projects. It provides detail by functional area, funding source, and year.

Cash Capital The direct outlay for capital items, most significantly equipment purchases, street

improvements, and building renovations. The Cash Capital appropriation is a direct outlay because the City does not borrow for these expenditures. The Cash Capital appropriation is contained in the Capital Expense Summary.

Chargeback A charge from one department to another for services rendered, e.g., telephone service.

Constitutional Debt Limit Limits on the amount of debt that a municipality can incur. Article VIII of the New York State Constitution imposes on Rochester a limit of 9 percent of the most recent five-year average of full valuation of taxable real estate for capital purposes.

Constitutional Tax Limit Limits on the amount of money that a municipality can raise through real estate taxes. Article VIII of the New York State Constitution imposes on Rochester a limit of 2 percent of the most recent five-year average of full valuation of taxable real estate.

Contingency A budgeted reserve fund for unforeseen or unmeasurable expenditures not otherwise budgeted.

Debt Service The repayment of debt, including interest payments and installments on the principal. The debt service appropriation is contained in the Capital Expense Summary.

Directly Applicable Revenue Revenues that are generated because of the efforts of an organizational unit for a given function.

Employee Benefits The direct expenditures, other than salary and wages, associated with employee compensation. In the budget, the employee benefit appropriations are included in the Undistributed Expense budget, but are allocated for information purposes to each major function. These include retirement, Social Security, medical and dental, workers' compensation, and life insurance benefits. All other employee compensation costs are included in the departmental budgets.

Employee Years An approximation of employee resources stated as an equivalent number of full time positions. Each full time position is counted as one employee year, while overtime hours and part time, temporary, and seasonal positions are approximated as partial employee years. The vacancy allowance (see below) is also stated as an equivalent number of full time positions, and is subtracted in approximating net employee years for an activity.

Enterprise Fund Enterprise funds are fiscal and accounting entities that account for certain services and programs that operate as separate businesses. Expenditures for these operations are supported by revenues generated by the activities (e.g., fees for service) or dedicated under law for those specific operations. This Budget includes the following Enterprise Funds: Water, War Memorial, Parking, Cemetery, Public Market, Refuse, and Local Works.

Fund A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, with related expenses and other obligations. The budget contains ten funds that are explained and accounted for in the Summary (Tab 1).

Fund Balance In fund accounting, Fund Balance equals Assets minus Liabilities.

General Fund The principal operating fund of the City, accounting for all financial resources not recorded in other funds.

Homestead One of two classifications of property owners authorized for property taxation under the New York State law applicable to Rochester. The Homestead class includes all one, two, and three family residential real property, including dwellings used in part for non-residential purposes but used primarily for residential purposes. The other classification is the Non-Homestead class.

Interfund Revenue Income generated through a transaction between or among funds. Interfund revenues are offset by expenses or obligations recorded in other funds.

Intrafund Credit A transaction between or among appropriations within the same fund. In this budget, intrafund credits reflect chargebacks for services. The costs of these services (motor equipment, telephones, etc.) are included in the unit providing the service, and also the unit receiving the service. To offset this double recording of cost, the service provider unit records a credit (or reduction of expense) when the service charge is processed.

Major Functions The subdivision of a departmental budget. Major functions are Bureaus, Divisions, Offices, or other organizational units.

Major Objects The basic types of expenses incurred by an organizational unit categorized as Personnel, Materials & Supplies, Services, and Other expenses.

Morin-Ryan The sales tax distribution formula, which took effect in 1985-86, divides the first three percent of the local share of the sales tax.

Non-Homestead One of two classifications of property owners authorized for property taxation under the New York State Law applicable to Rochester. The Non-Homestead class includes all properties other than one, two, and three family residential properties. The other classification is the Homestead class.

Overtime Employee Years See Employee Years.

Part Time, Temporary, Seasonal Used on the Personnel Summary page to show the approximation of Part Time, Temporary, and Seasonal employees in terms of Employee Years. Part Time employees work less than a regular work week schedule on a year round basis. Temporary employees work regular work week hours, but for a fixed duration (usually not to exceed eighteen months). Seasonal employees work at certain times during the year (e.g., during the Summer) on schedules determined by the nature of the jobs that they are performing.

Performance Indicator Measures of performance for the activities in which they are listed. Four types of measures are used: Demand, which measures the total need for a service, regardless of whether the need can be met within the activity's budget; Workload, which measures the response of the activity to the demand; Efficiency, which measures the workload response relative to available resources; and Results, which measure the impact of services provided. Because of measurement difficulties, not all activities contain indicators in all categories.

Property Tax Levy The total amount of property tax to be assessed on taxpayers. The property tax levy differs from property tax revenue in that the levy includes all amounts due, regardless of whether they are collected.

Property Tax Rate The rate used to determine the property tax bill of individual taxpayers. The rate is expressed as a dollar amount to be charged for each \$1,000 of assessed property value. A separate tax rate is applied to each of two classes of property owners, Homestead and Non-Homestead.

Property Tax Reserve The portion of the property tax levy that is estimated to be uncollected during the fiscal year and remains uncollected after sixty days from the close of the fiscal year.

Property Tax Revenue The amount of money raised by the property tax. Due to nonpayments, the actual collection is less than the total levy.

Proposed Budget The budget plan for the upcoming fiscal year recommended by the Mayor to City Council for its formal approval. The budget is "proposed" until it is formally "approved" by City Council.

Sales Tax A tax as a percentage of most retail sales is levied by New York State and Monroe County. The City receives a portion of the proceeds under agreements with Monroe County.

School District Revenue Allocation

Agreement Section 3.9.1 of the City Charter provides \$127,300,000 to the Rochester City School District. It and its predecessors replaced a formula based distribution in effect until 1994. Prior to 1994, the City School District received 60 percent of the property tax limit (annual increases would not exceed 5 percent), 40 percent of sales tax revenue received by the City, and 60 percent in lieu of tax payments received by the City from housing projects. This distribution is presented as a "negative" revenue in the Interfund Revenue & Transfers Section of the Summary (Tab 1) and as revenue from local sources in the City School District Section (Tab 17).

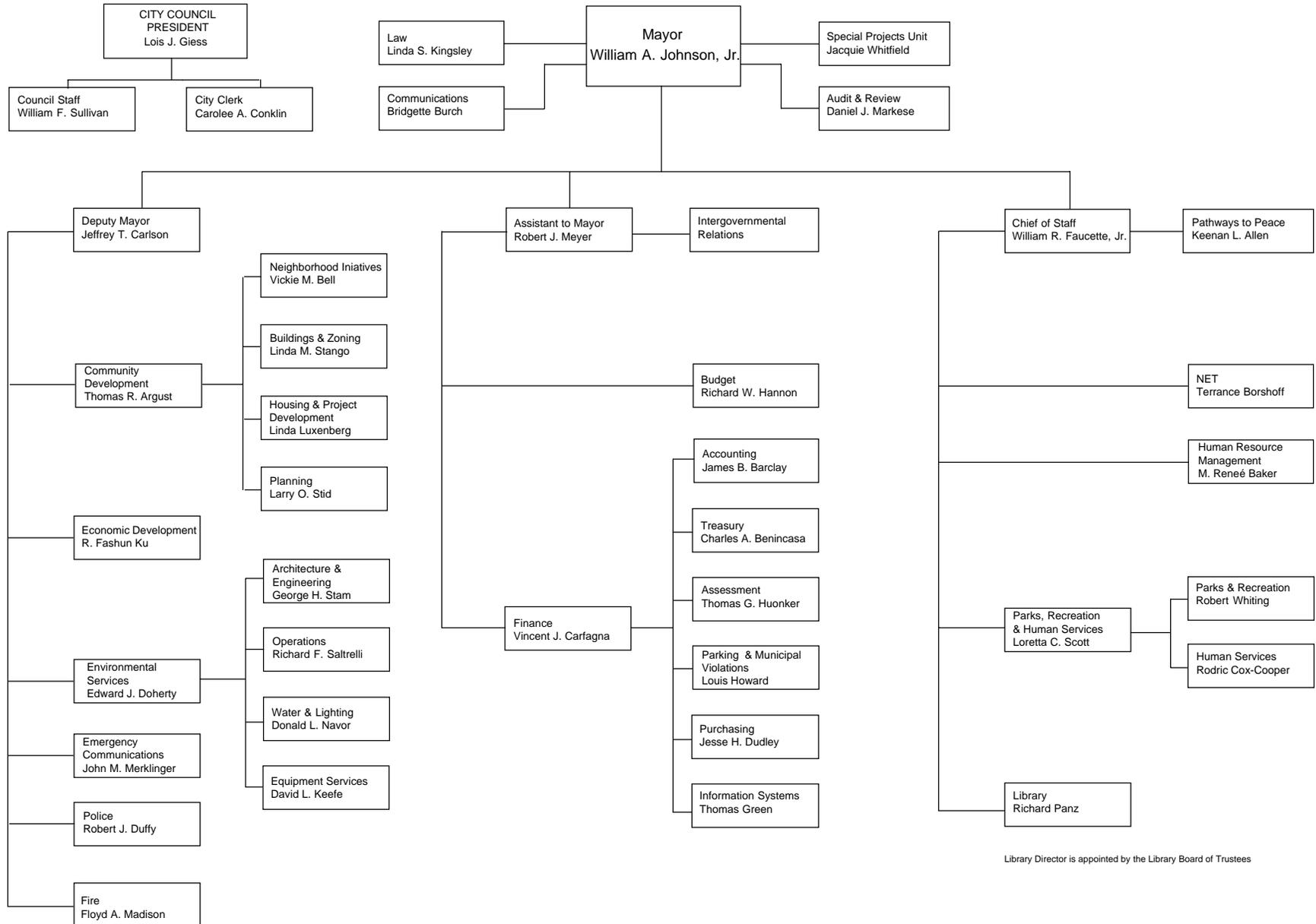
Serial Bonds A long-term borrowing instrument that requires a series of payments to be made over a multi-year period. The payments made include principal installments and associated interest expense.

Special Fund Special funds are fiscal and accounting entities that state law restricts for specific purposes. This Budget includes the following Special Funds: Animal Control and Library.

STAR The New York State School Tax Relief Program providing homeowners relief from school property tax through two levels of exemptions. (See Summary, STAR section for details).

Vacancy Allowance The difference between actual expenditure requirements for personnel resources and that which would be required if all positions were filled at all times. The vacancy allowance accounts for position vacancies that occur as a result of routine employee turnover as well as those that may be deliberately maintained.

MANAGEMENT CHART



Library Director is appointed by the Library Board of Trustees



City of Rochester

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Mayor

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May 18, 2001

TO THE COUNCIL:

Ladies and Gentlemen:

Transmitted herewith is the 2001-02 budget estimate for the City of Rochester prepared in accordance with the City Charter requirements. The estimate of \$349,771,700 is \$10,231,100 or 3.01% more than the 2000-01 amended budget of \$339,540,600.

This budget, my eighth as Rochester's Mayor, includes the fourth recommendation to reduce the real property tax levy. The recommended reduction of \$1,195,000 balances the need for revenue for vital City services with the ability of our citizens to pay property taxes. A review of the circumstances of the past year and over the time spanned by the eight budgets that I have been charged with preparing helps put this into an important perspective.

The unfortunate trend of reduced values for City property continues. The year-to-year decline for 2001-02 is over \$9 Million, a decline of 0.19%. Over the longer period, the City's assessed value has dropped by \$809.5 Million, or almost 15%. The future viability of this community, City and suburb alike, depends upon stanching this flow. All programs, services, and expenditures in this budget had to pass a strict screening test: Will this make Rochester a place where people will want to live, work, play, and do business? If we are correct in our judgments, Rochester will be such a place, and we will see not only an end to declining property values, but a turn-around with increasing values.

Virtually every year, the New York State-mandated shift of the property tax burden has increased the proportion borne by homeowners. As Council knows by the action taken at its meeting earlier this week, the shift for 2001-02 increases homeowner burden by 3.1%. The cumulative impact of the shift is a 15% increase in the percentage of the levy paid by Homestead property owners.

We struggle to ameliorate these factors, a struggle that is not altogether successful, as the property tax rate has increased in the past and will increase under this proposal (but not as much, of course, as it would rise if the levy was not reduced). If approved by City Council, the levy in 2001-02 will be \$1,190,775 **less** than when I took office in 1994.

EEO Employer/Handicapped



The combined impact of the reduction in the levy, the loss of assessed value, and the mandated shift yields a Homestead property tax rate of \$19.47 per \$1,000 of assessed value. This is 2.80% greater than the 2000-01 rate. The Non-Homestead property tax rate (the beneficiary of the shift) declines to \$43.86 per \$1,000 of assessed value, a 3.24% decrease. Absent the levy reduction, the Homestead rate would rise 3.75%, and the Non-Homestead rate would drop only 2.37%. The property tax bill for the typical homeowner will increase \$29.10 per year and the typical Non-Homestead tax bill will decline by \$325.32.

While many of us have enjoyed the heralding of Rochester with various superlatives in recent years (an "All America City," one of this country's "Most Livable Communities" one of the "Best Cities for Families in America" etc.), being recognized this year as "America's Snowiest Large City" has unfortunate but unavoidable consequences for this budget. Last Winter's snowfall - 34% greater than our historical average - strained our Local Works Fund to such a degree that I must again propose an increase in the fee that underwrites snow and ice control, street cleaning, and hazardous sidewalk repair. This proposal, the third in three years, increases the front footage rate by 16.61%. The typical homeowner will pay an additional \$19.20 per year. I expect that this increase will stabilize the Fund by providing resources sufficient to meet the operating expenses of a normal Winter and a contingent allowance for an abnormally harsh or persistent Winter season. Losing the title as "America's Snowiest" would not be a heart-breaking loss, but we should be willing to contend for the "Best Prepared" crown.

The Capital Improvement Program transmitted to you earlier this month (and bound into the Capital section of this Proposed Budget) reveals the need for significant investments in the coming years in both the Water and Refuse enterprise activities. These factors and other budget projections combine to offer a plausible case for 2001-02 rate increases in these activities as well in Local Works. However, I am determined to maintain a fiscally responsible approach that considers equally the ability of our citizens to pay, the revenue needs of the organization, and the service needs of the community. Make no mistake: The financial conditions of the Water and Refuse Funds must be dealt with in the future. However, this is not the year to begin those efforts. I am not recommending any increases in the Water fees (which were raised last year) or in the Refuse fees (last raised in 1992-93). This City budget proposal asks more of our citizens, but it asks no more than I believe can manageably be given.

The net impact of the increase in the property tax rate, the increase in the Local Works fee, and the freeze on Water and Refuse fees yields a 2.98% increase in the total burden borne by the typical homeowner for City services. This family's annual payments for City services, before calculation of the New York State STAR benefit, would increase by \$48.30 - less than a dollar per week - under this scenario. However, inclusion of the basic STAR benefit of \$391.35 **will result in a decrease of \$89.25 (6.53%) for the typical family.** The typical business will see its total burden decrease of 2.42%, or \$253.32 per year.



Some may wonder why in this, a mayoral and councilmanic election year, I detailed the increases attendant to the property tax and the Local Works fees, when the “bottom line” indicates that the typical family will actually see a reduction in its total payments to the City. I submit that my initial pledge of “living within our means” requires no less than candid disclosure on budgetary and fiscal matters. Others may use the State’s STAR program to mask what is actually occurring in their budgets, but that is not a gimmick that is acceptable to this Administration. Eligible homeowners who participate in this meritorious program are receiving its full benefits, as we have gone about our budget calculations and decision-making without reliance upon STAR as a means of shirking these responsibilities.

The beneficial impact of STAR notwithstanding, aid from New York State is a critical element of this budget proposal. Last year you will recall, the State was instrumental in closing a yawning budget gap, providing Rochester with an increase of \$15.9 Million in general purpose aid. In last year’s budget message and numerous other forums, I offered profuse and sincere “thank you’s” to our local delegations to the Senate and the Assembly, to the leadership of both houses, and to the Governor for their assistance. Moreover, I sent last year’s proposal to City Council with the peace of mind that comes from having a State budget in place.

Qualified “thank you’s” are appropriate again this year. The Governor’s budget proposes a continuation of the increased level of general purpose aid that we received in 2000-01 (although it also eliminates \$464,000 of categorical aid (Law Enforcement)). The Senate and Assembly budget resolutions indicate support for modest increases and restoration of the law enforcement aid. Unfortunately, we are back to the “bad old days” of a delinquent State budget not being approved before I bring the City budget to this body. Informed speculation suggests that the State will not have a budget in place by the time Council is to act on this proposal, by the time the property tax bills are prepared, or by the start of our 2001-02 fiscal year.

Although not unprecedented, I am taking the relatively rare step of projecting State Aid for Rochester that is greater than the amount in the Governor’s budget. My projection of a \$4.2 Million increase also exceeds the levels of increase and restoration in the budget resolutions of the legislature. While I have consulted with our local delegation about this step, I cannot assure City Council that this incremental aid will be forthcoming. I again commit myself to an aggressive campaign of advocacy and lobbying in Albany on Rochester’s behalf. I will monitor progress on the State budget over the coming weeks and communicate any alterations to this plan that may be warranted.

It is reasonable to question the wisdom of this assumption, and I assure the Council and the community that it was not adopted without careful thought. Of the \$4.2 Million of assumed incremental aid, \$1.2 Million is consistent with the increases and restorations that are contained in either the Senate or Assembly budget resolutions. These are, of course, not binding, but they are heartening indicators of support for the needs of this community and others like us across the State.



It is also useful to examine the requests and assumptions of our Upstate neighbors, Buffalo and Syracuse. What is relatively rare for Rochester is a much more commonplace practice in those communities and is done on a grander scale. Our request of a \$4.2 Million increase is less than Syracuse's bid for \$5 Million and is dwarfed by Buffalo's assumption of \$31 Million. Considered on a *per capita* basis, the smaller City of Syracuse is currently receiving \$293.98 of State Aid per person and the larger City of Buffalo, \$351.18; Rochester receives \$216.63. I am not proposing that our various communities need to be treated in identical fashion. I am proposing that some sense of scale, proportion, fairness, and equity inform the decision-making of the Governor, the Senate, and the Assembly. If those not-unreasonable standards prevail, an increase of \$4.2 Million is well within bounds.

One of the factors that is sometimes pointed to in justifying less aid for Rochester is the advantageous distribution of sales tax revenue that we enjoy. Council members know as well as anyone that this "advantage" was the product of enlightened leadership in past years and very difficult negotiations in recent years. One would hope that we would not be penalized for having worked hard on behalf of our community. Similarly, one would hope that recognition is taken of the deterioration of Rochester's "advantage." While I am projecting growth in the base of taxable sales of 2.5% and an increase of \$5.5 Million in sales tax revenues, this amount would have been approximately \$1.0 Million higher but for the 2000 Census results. These data necessitated certain adjustments in the distribution formulas, driven by "hold-harmless" provisions in the Morin-Ryan Agreement and "not-to-exceed" provisions in the "final penny" agreement.

The sales tax projection is itself not without some risk. As I have pointed out in the past, sales tax revenue increases are now solely dependent upon the health of the local economy, as the City no longer receives an increasing share of the overall revenue pool. Sales tax revenue will grow if local workers have jobs that permit them to continue their purchase of goods and services. Sales tax revenue will grow if we are able to attract visitors to this community. Sales tax revenue will grow if we have unique, vibrant, and attractive retail and commercial establishments that encourage shopping. Sales tax revenue will grow if we are able to attract businesses and individuals to move to this area and if we are able to persuade our youth, young adults, and graduates of our local schools to remain in Rochester. These are not unattainable objectives or unrealistic strategies, and in this budget and through the work of our talented workforce in the coming year, you will see a number of initiatives, investments, and programs that will bring these to fruition.

For example, the CIP indicates that the Administration will be back to Council seeking bonding authorization for various improvements in the Port area during 2001-02, while at the same time senior staff will be working intensely and collaboratively with Monroe County, New York State, Federal government, and Canadian officials across Lake Ontario to finalize plans for the Fast Ferry element of this key development project. Our capital program also includes several dynamic housing projects targeting the Center City, the east side, and along the Genesee River. We will also continue our efforts for affordable housing and shall bring to you plans later in the year for encouraging the growth of market rate housing and begin considering options for redesign and ultimately the development of the Inner Loop and its adjacent areas.



The budget emphasizes our various quality-of-life initiatives, strengthening and expanding many, including more resources for additional cleaning of City and privately owned vacant lots and properties, more towing of abandoned or illegal vehicles, enforcement of our “dangerous dog,” sexually oriented business, and zoning ordinances, Police investigation and narcotics enforcement, and a full year of additional staffing for our Neighborhood Empowerment Teams. Neighborhoods are recognized as the critical fabric of this City by the creation of a bureau-level unit in the Department of Community Development entitled “Neighborhood Initiatives.”

I am deeply appreciative of the many compliments from City Council and from the community that are directed to City employees at many levels of the organization. Some Council members have attended the “Superstars of Service” awards and heard of the efforts of staff that go “above and beyond” the normal expectations, but the point is always made at these ceremonies that the standard for normal expectations is set very high. While I am proud of the good work done by this organization and of the people who do that work, I recognize that we cannot stand pat. We must invest in our workforce and in our bureaucratic infrastructure to ensure that we grow and improve at a rate that allows us to respond to the needs of this community. For that reason, you will find in this proposal affordable wage and salary increases for the workforce and incremental investments in our human resource function, in the use of technology by the Department of Environmental Services, in the City’s web site, in the safety of our firefighters, in training and equipment for the handling of asbestos by City workers, and in administrative support for the architectural and equipment services units.

Other significant expense increases also had to be accommodated in this budget, few of which lead to enhanced service levels and some not being known to us until fairly late in the budgeting process. Medical and related expenses for active and retired workers increase by \$4.8 Million, retirement contributions increase by \$2.5 Million, Workers Compensation and petroleum-product / utility costs by more than \$400,000 each, the City’s share of the operating budget for the Public Safety Training Facility by \$339,600, and rate- and tonnage-increase-driven refuse disposal costs by over \$279,000.

Several things are required in order to meet the demands for continuation of existing services, incremental investments, and beyond-our-control cost increases. There must be some revenue growth, key elements of which I have commented upon above. There must be care and restraint in deciding what is to be added. Again, as I have noted above, a strict screening test was employed in making these decisions. Naturally, some expenses decrease because they supported one-time projects or expenditures; in this budget, I note \$4.3 Million of such decreases, many attributable to non-recurring capital items or the conclusion of grant-funded programs. There must also be some belt-tightening and trimming of services and amenities. While I do not wish to minimize the impacts of the Administration’s decision to trim or eliminate certain services and practices, all practicable efforts were made to keep these cuts as small in magnitude and as far from our customers as possible. (Examples include the elimination of some administrative and clerical positions in the Community Development, Fire, and Parks, Recreation, and Human Services departments.)



I must, however, call particular attention to the reductions at the Central Library and the Emergency Communications Department. Due to a "zero funding increase" message from Monroe County (which has primary funding responsibility for these units), I have had to trim \$243,600 from the Central Library allocation and institute a \$101,300 vacancy factor at the Emergency Communications Department to address a likely mid-year reduction of staff. These reductions would be pursuant to the 2002 Monroe County budget, which will commence six months later than this budget. It is my strong hope that the County Executive will find it possible to forego these reductions in the budget proposal that he brings to the County Legislature this Fall.

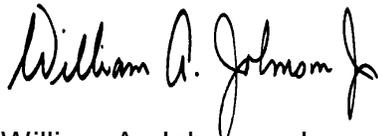
In addition, the private funding that has supported Sunday hours at Central Library, an exceptionally well-received downtown amenity, is unlikely to materialize, and that, too, is cut from this budget.

Of particular note in the effort to produce a responsibly balanced budget are the joint efforts this Administration and City Council to act prudently, to encourage productivity gains, and to harvest, not squander, savings and efficiencies. This budget reflects over \$2.9 Million of such expenditure reductions. The cuts are driven by items both large and small. Large items include such things as our decision last year to "pre-fund" the building renovation program and forego that allocation in 2001-02 and a negotiation of street lighting rates that will reduce our bill in the coming year by \$580,000. Over two dozen smaller items are also aggregated into this figure.

I am again recommending funding of \$127.3 Million for the Rochester City School District. I am sensitive to the needs of the District, particularly given the uncertainties that attend the roll out of charter schools. In light of that and other considerations, I opted to exempt the District from the budget reduction guidelines that I imposed upon the City Administration. Holding it to the City's standard would have reduced its allocation by \$284,700. I do call to your attention that the District and the City are on the same course insofar as State Aid, with each organization estimating aid in excess of that proposed by the Governor and each either having enacted or likely to enact its budget before the State enacts its.

I encourage your typically thorough, responsible, and constructive review of this proposal. I seek your support for this budget, and I welcome the opportunity to discuss its specifics with you in the coming weeks.

Respectfully submitted,



William A. Johnson, Jr.
Mayor



CITY COUNCIL REPORT

This section is provided in the Approved Budget document.

Increases

Revenue:

- General Purpose State Aid anticipated to increase \$3,774,800
- Sales tax receipts increase due to an anticipated growth of 2.5%. This is partially offset by a decrease in the City's share of the "additional penny" of the 8% sales tax
- Revenue from the COPS In Schools Grant increases to fund the additional police officers hired during 2000-01 for a full twelve months in 2001-02
- Continued severe winters and a lack of available fund balance necessitates a proposed Local Works rate increase
- Appropriation of Refuse Fund balance increases to balance the fund

Expense:

- Wage and salary increases in accordance with current labor agreements or awards and an allowance for a contract currently under negotiation
- Medical coverage for current and retired employees in accordance with rate increases by third-party insurers
- Employer's retirement contribution in accordance with rates projected by Retirement System
- Infrastructure investments for housing
- Quality of life initiatives

Decreases

Revenue:

- A property tax levy decrease is proposed to provide tax relief
- In lieu of tax revenue decreases consistent with the proposed tax levy decrease
- Lower interest rates decrease estimated interest earnings revenue
- Appropriation of Parking Fund balance is eliminated due to a reduction in debt service expenditures
- Appropriation of Local Works Fund balance is eliminated due to lack of available balance

Expense:

- Fluctuations in motor equipment replacement schedules
- Conclusion of one-time capital investments and grant funded expenditures
- Efficiencies are realized through productivity, prior year capital investments, and utility management
- City and third-party imposed budget constraints

REVENUE SUMMARY SUMMARY OF REVENUE CHANGES

General Fund 2001-02 revenue estimates are \$7,990,500 or 3.2% more than the 2000-01 Budget. New York State General Purposes Aid is assumed to increase \$3,774,800. An increase in sales tax reflects an anticipated 2.5% growth in taxable sales and the City receiving a smaller share of the “additional penny” of the 8% sales tax. The proposed tax levy decrease to provide for tax relief decreases property tax collections. Lower interest rates decrease interest earnings revenue. The New York State School Tax Relief (STAR) program increases State Aid and decreases property tax collections. A “zero increase” is assumed from Monroe County’s 2002 Budget to support the operation of the Emergency Communication Department (911).

Special Fund 2001-02 revenue estimates are \$296,900 or 1.8% higher than the 2000-01 Budget. A zero increase in funding from Monroe County to support the Central Library is assumed. An increase in property tax support is required for the Animal Control Fund and the Library Fund.

Enterprise Fund 2001-02 revenue estimates are \$1,943,700 or 2.6% more than the 2000-01 Budget. Continued severe winters and a lack of available fund balance necessitates the proposed Local Works rate increase. A higher exchange rate between the City and Monroe County Water Authority (MCWA) increases anticipated revenue from sales to MCWA. Lower Parking Fund debt service expenditures eliminates the need for an appropriation of Parking Fund balance. An appropriation of fund balance is required to balance the Refuse Fund. Lower interest rates decrease estimated interest earnings revenue in all of the enterprise funds.

REVENUE SUMMARY
SUMMARY OF REVENUE CHANGES

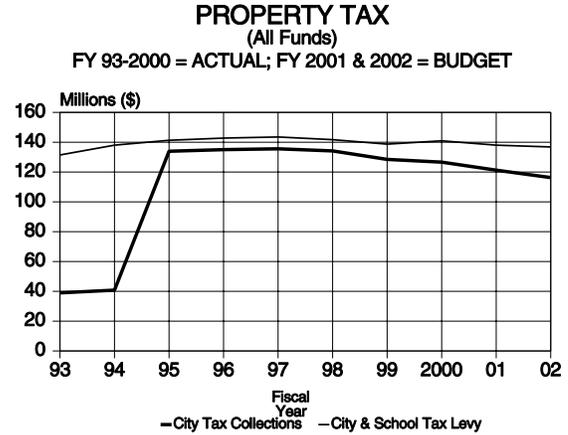
	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>	<u>Change</u>	<u>Percent Change</u>
General Fund				
Taxes				
Property Tax (City & School)	114,359,100	109,227,000	-5,132,100	-4.5%
Delinquent and Supplemental Taxes	5,204,000	4,855,000	-349,000	-6.7%
In-Lieu-of-Tax Payments	11,438,000	11,157,100	-280,900	-2.5%
Interest Penalties	3,100,000	3,335,000	235,000	7.6%
Sales Tax	110,513,000	115,979,600	5,466,600	4.9%
Utilities Gross Receipts Tax	9,687,000	9,911,000	224,000	2.3%
Mortgage Tax	<u>1,500,000</u>	<u>1,600,000</u>	<u>100,000</u>	6.7%
Total General Fund Taxes	255,801,100	256,064,700	263,600	0.1%
Other General Fund Revenues				
Departmental Income	4,268,600	4,182,700	-85,900	-2.0%
Use of Money & Property	3,800,900	2,796,400	-1,004,500	-26.4%
Fines & Forfeitures	3,949,900	4,406,600	456,700	11.6%
Licenses & Permits	1,447,600	1,660,100	212,500	14.7%
Sale of Property & Compensation for Loss	1,138,700	1,109,500	-29,200	-2.6%
Miscellaneous	5,015,000	5,169,000	154,000	3.1%
Intergovernmental State	60,857,300	68,263,900	7,406,600	12.2%
Intergovernmental Federal	7,004,400	7,532,600	528,200	7.5%
Intergovernmental Other	13,703,900	14,022,600	318,700	2.3%
Interfund Revenue	<u>-108,638,000</u>	<u>-108,868,200</u>	<u>-230,200</u>	0.2%
Total Other General Fund	-7,451,700	275,200	7,726,900	-103.7%
Total General Fund	248,349,400	256,339,900	7,990,500	3.2%
Other Funds Totals				
Animal Control	1,045,800	1,217,700	171,900	16.4%
Library	15,176,500	15,301,500	125,000	0.8%
Water	31,255,200	31,984,300	729,100	2.3%
War Memorial	3,490,400	3,511,300	20,900	0.6%
Parking	7,165,200	6,238,800	-926,400	-12.9%
Cemetery	1,772,400	1,879,200	106,800	6.0%
Public Market	617,200	745,100	127,900	20.7%
Refuse	19,746,800	20,676,200	929,400	4.7%
Local Works	<u>10,921,700</u>	<u>11,877,700</u>	<u>956,000</u>	8.8%
Total Other Funds	91,191,200	93,431,800	2,240,600	2.5%
Total All Funds	339,540,600	349,771,700	10,231,100	3.0%

Note: Property taxes are spread between the General Fund, Animal Control Fund, Library Fund, War Memorial Fund, Cemetery Fund and the Public Market Fund in the above display.

REVENUE SUMMARY DESCRIPTIONS & CHANGES

PROPERTY TAX

New York State General City Law authorizes Rochester to levy taxes on the value of real property. The assessed value of the property and the tax rate determine the amount of tax to be paid by a property owner. Taxes are billed annually, and quarterly installments are allowed for the first \$6,200 owed on each parcel. Responsibility for collecting property taxes is vested in the Department of Finance, Bureau of Treasury. Property taxes are allocated to various funds as necessary to balance them. Beginning in 1994-95 City and School property tax collections are accounted for within the City Budget. Funding for the City School District is provided within the Interfund revenue section. Prior to 1994-95 the School District received property tax collections outside of the City Budget. For detailed information on the calculation of property taxes, see the Property Tax Computation and Analysis section, which follows the Revenue Summary Section.



Major Change

Four major factors influence the amount of revenue generated by the property tax:

1. The Tax Base – The total assessed valuation of the City is the base on which revenues are generated. The assessed valuation decreases by \$9,026,657 from the 2000-01 level. A description of assessment changes is included in the Property Tax Computation and Analysis section.
2. The Revenue Requirement – The amount of property tax revenue required to finance City services is determined by the cost of the services provided and the availability of revenue sources other than the property tax. The following summarizes changes in expenses and revenues from the 2000-01 budget:

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Expenses	339,540,600	349,771,700	10,231,100
Non-Property Tax Revenue	<u>218,295,900</u>	<u>233,483,600</u>	<u>15,187,700</u>
Property Tax Required (City & School)	121,244,700	116,288,100	-4,956,600

Further specific changes in revenue receipts are detailed under the appropriate revenue headings that follow. Expense changes are described in the appropriate department budget section.

3. The Collection Rate – It is anticipated that 93 percent of the tax levy will be collected during 2001-02. In addition, anticipated collections for the first sixty days following the current year are accrued as 2001-02 receipts. This accrual is estimated to be 1.5 percent of the tax levy, bringing total collections to 94.5 percent. A Tax Reserve of 5.5 percent of the required property tax revenue is also levied to compensate for those taxes that will not be collected or accrued during 2001-02 and an amount for the settlement of assessment review proceedings. In accordance with Generally Accepted Accounting Principles, the tax reserve is not reflected in the budget.

4. STAR Program - In 1998-99 New York State enacted the School Tax Relief (STAR) Program, which provides an exemption from property taxes for owner-occupied primary residences. The "Enhanced" program began in 1998-99 for property owners 65 years of age or older, with incomes of less than \$60,000. Approximately 5,866 property owners will benefit from this program in 2001-02. Beginning in 1999-2000 all other owner-occupied property owners were eligible for the "Basic" STAR program. The "Basic" program was phased in over a three year period. Approximately 24,545 property owners will take advantage of the "Basic" program in 2001-02.

This program is further defined in the Property Tax Computation and Analysis portion of the Revenue Summary section.

REVENUE SUMMARY DESCRIPTIONS & CHANGES

Year-to-Year Comparison	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
All Funds	121,244,700	116,288,100	-4,956,600
General Fund	114,359,100	109,227,000	-5,132,100

DELINQUENT & SUPPLEMENTAL TAXES

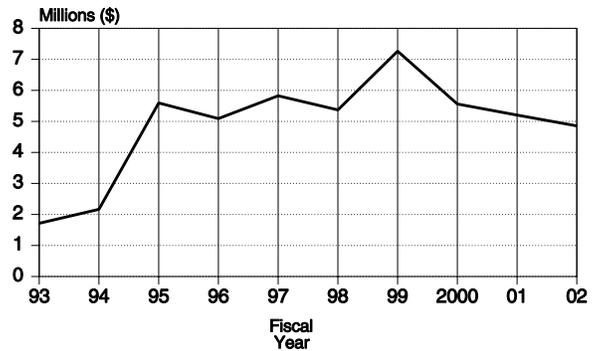
Revenue from property taxes levied but not collected or accrued in previous years is classified as delinquent taxes. After properties have been delinquent for one year, foreclosure actions are taken; uncollected balances are canceled when these actions are completed.

When properties lose their tax exempt status through transfer of ownership, property owners receive a supplemental tax bill that includes both current and delinquent payments.

When an assessment is inadvertently left off the tax roll, property owners are later notified and billed the following year as an omitted tax.

DELINQUENT & SUPPLEMENTAL TAXES

FY 93-2000 = ACTUAL; FY 2001 & 2002 = BUDGET



Major Change

A projected decrease in delinquent balances decreases revenue, \$349,000

Year-to-Year Comparison	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
	5,204,000	4,855,000	-349,000

IN LIEU OF TAX PAYMENTS

To facilitate construction of public housing units and encourage industrial development, various sections of New York State law authorize certain property owners to make payments as a substitute for property tax. Currently, such payments are authorized under four different statutes:

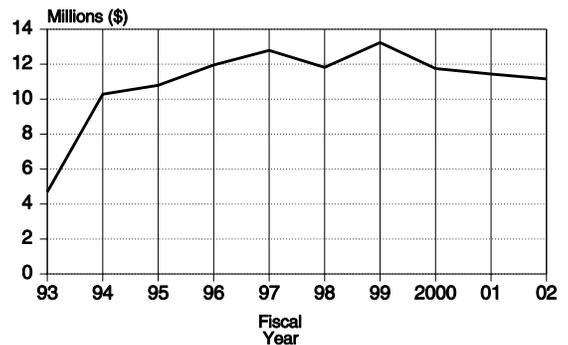
1. The Private Housing Finance Law applies to projects constructed with private resources to provide housing for low and moderate income families. Payments for such projects are generally calculated at a rate of 10% of sheltered rents. Sheltered rents are determined by subtracting that portion of rent needed for utility service from total rent payments.

2. The Public Housing Law authorizes payments in lieu of taxes for property owned by public housing agencies. Payments are calculated in the same manner as those covered under the Private Housing Finance Law.

3. The Urban Development Act provides tax exemptions for properties owned by the Urban Development Corporation (UDC). When such properties are leased, payments in lieu of taxes are negotiated. For housing projects, the sheltered rent formula is generally applied, while economic development projects pay based on the percent of floor space occupied or percent of operating revenues.

IN LIEU OF TAX PAYMENTS

FY 93-2000 = ACTUAL; FY 2001 & 2002 = BUDGET



REVENUE SUMMARY DESCRIPTIONS & CHANGES

4. The General Municipal Law authorizes the County of Monroe Industrial Development Agency (COMIDA) to receive tax exemptions on properties owned. In lieu of tax payments are negotiated when such properties are leased. Generally, the payments are equal to the amount that would have been paid if the property were not owned by COMIDA.

Currently sixty-six COMIDA projects and one UDC property make payments in lieu of taxes. Thirty-four properties make shelter rent payments. The Department of Finance, Bureau of Accounting, administers these accounts.

Major Change

The anticipated non-homestead tax rate reduction decreases in lieu of tax revenues, \$282,900. Net of other changes increases revenue, \$2,000.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
	11,438,000	11,157,100	-280,900

INTEREST & PENALTIES

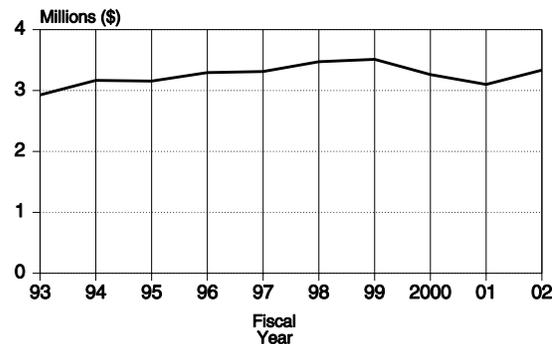
The City levies a finance charge of 1.5% per month on unpaid tax and fee balances. Penalty fees for unpaid taxes are added to subsequent tax bills and are collected in the same manner as property taxes.

Major Change

An anticipated improvement in the delinquent in lieu of tax collection rate increases revenue, \$235,000.

INTEREST & PENALTIES

FY 93-2000 = ACTUAL; FY 2001 & 2002 = BUDGET



Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
	3,100,000	3,335,000	235,000

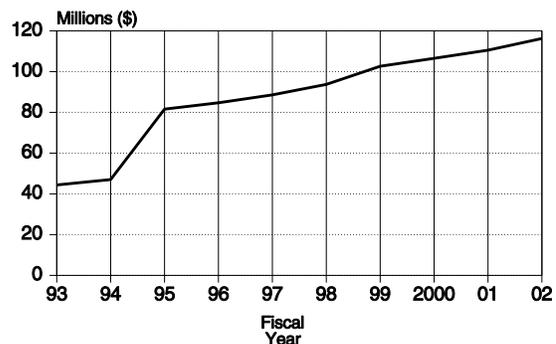
SALES TAX

New York State Tax Law authorizes Monroe County to impose a tax on sales transactions in the County. A four percent tax (besides the four percent imposed by the State) is charged on most sales transactions except sales of food and home heating fuels. The local sales tax rate increased from 3 percent to 3.5 percent in September 1992 and to 4 percent in March 1993.

Sales tax proceeds are collected by the State and distributed to the County every month. Under the current sales tax distribution formula the City receives 35.63 percent of total County collections generated from the 3 percent local share. The City's initial share of the additional 1 percent, approximately 4.1%, began on December 1, 1993, and was suspended on November 30, 1994. During that period the City School District received approximately 3.7% of the additional percent directly from the County. The City resumed sharing the additional 1 percent on December 1, 1995. Beginning in December 1995 the City share of the additional 1 percent became 2.5%, and it increased annually for the next four years to 5%, 12%, 15.75% and 19.22%. The City share of the additional 1 percent decreased to 18.1% in January 2001 to reflect population changes identified in the 2000 Census.

SALES TAX

FY 93-2000 = ACTUAL; FY 2001 & 2002 = BUDGET



REVENUE SUMMARY DESCRIPTIONS & CHANGES

Major Change

Sales tax receipts are anticipated to increase due to an increased taxable base during 2000-01 and an anticipated growth rate of 2.5% for 2001-02, \$6,503,100. The City's decreased share of sales tax decreases revenue, \$1,036,500.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
	110,513,000	115,979,600	5,466,600

UTILITIES GROSS RECEIPTS TAX

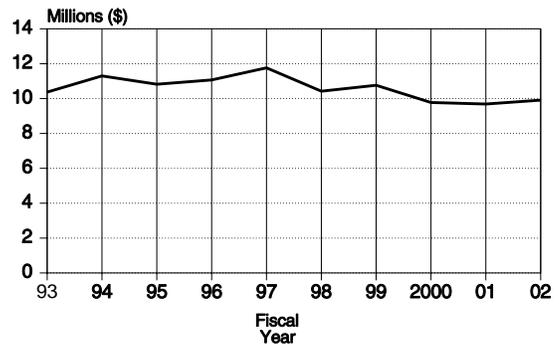
As provided by Section 20b of the General City Law, Rochester imposes a 3% tax on the gross income of utility company transactions in the City. Rochester Gas & Electric Corporation and Frontier Corporation pay approximately 84% of these taxes.

Major Change

Anticipated increase in utility gross receipts increases revenue, \$224,000.

UTILITIES GROSS RECEIPTS TAX

FY 93-2000 = ACTUAL; FY 2001 & 2002 = BUDGET



Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
	9,687,000	9,911,000	224,000

MORTGAGE TAX

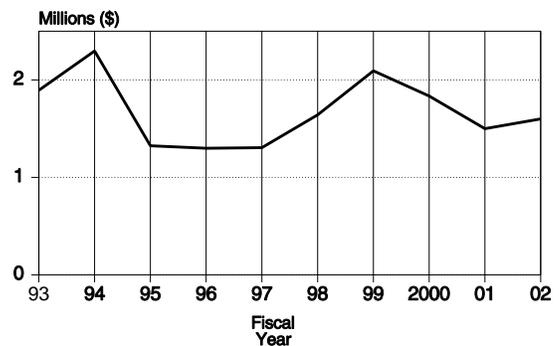
New York State Tax Law authorizes the Monroe County Clerk to collect a tax on mortgage transactions in the County. A tax is charged on the transactions and distributed pursuant to Section 261 of the Tax Law. The City receives 50 percent of the amount collected, less an allowance for administrative expenses, on mortgage transactions within the City.

Major Change

Increased real estate activity increases revenue, \$100,000.

MORTGAGE TAX

FY 93-2000 = ACTUAL; FY 2001 & 2002 = BUDGET



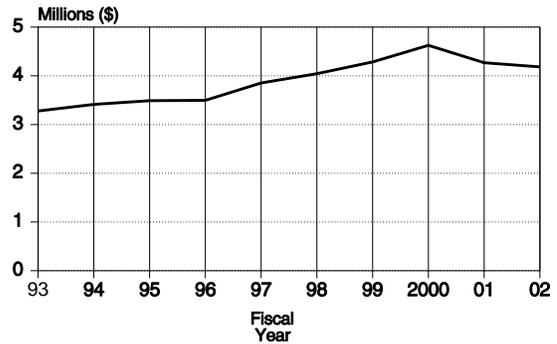
Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
	1,500,000	1,600,000	100,000

REVENUE SUMMARY DESCRIPTIONS & CHANGES

DEPARTMENTAL INCOME

FY 93-2000 = ACTUAL; FY 2001 & 2002 = BUDGET



DEPARTMENTAL INCOME

Revenues generated by departmental operations are classified as departmental income. Examples include fees collected at skating rinks, charges for processing at the Police photo lab, towing fees, foreclosure fees, and zoning application fees. The City Code authorizes these fees. The fees are calculated to cover all or part of the cost of specific services.

Major Change

One time grants and a decline in Police photo lab sales decreases Police revenue, \$107,300. Increased foreclosure activity increase Finance revenue, \$30,100. Net of other changes decreases revenue, \$8,700.

Year-to-Year Comparison

2000-01	2001-02	Change
4,268,600	4,182,700	-85,900

USE OF MONEY & PROPERTY

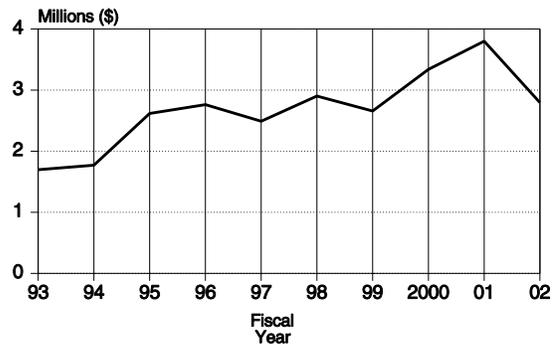
The major revenue source in this category is from investment of cash. Under provisions of the New York State General Municipal Law, Rochester is authorized to invest funds in interest bearing commercial bank accounts until these funds are needed to meet payrolls or to pay bills. The second source of revenue in this category is from rental of City-owned property.

Major Change

Lower interest rates decreases interest earnings revenue, \$1,032,900. An increase in City-owned rental properties increases rental income, \$28,400.

USE OF MONEY AND PROPERTY

FY 93-2000 = ACTUAL; FY 2001 & 2002 = BUDGET



Year-to-Year Comparison

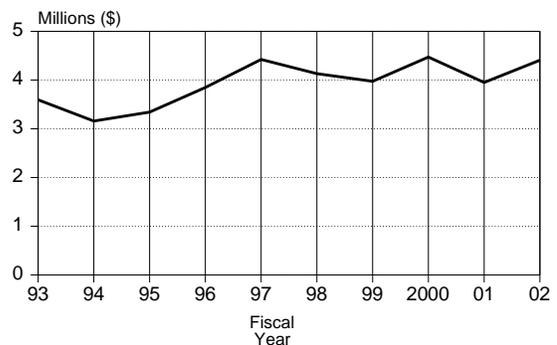
2000-01	2001-02	Change
3,800,900	2,796,400	-1,004,500

FINES & FORFEITURES

The revenue in this category consists of fines and penalties levied by the Criminal Branch of City Court, proceeds from parking tickets issued by the Police Department and other authorized agents, municipal code fines collected by the Parking & Municipal Violations Bureau, and a distribution of fines collected by New York State for traffic violations committed in the City.

FINES & FORFEITURES

FY 93-2000 = ACTUAL; FY 2001 & 2002 = BUDGET



REVENUE SUMMARY DESCRIPTIONS & CHANGES

Major Change

Deployment of police to high accident areas increases moving violation revenue, \$138,000. Expanded collection effort from out of state parking violators increases parking ticket revenue, \$155,700. Municipal code violations revenue increases to reflect trend, \$170,000. Net of other changes decreases revenue, \$7,000.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
	3,949,900	4,406,600	456,700

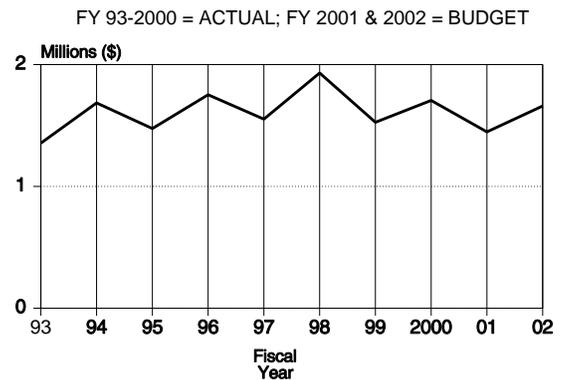
LICENSES & PERMITS

The Municipal Code authorizes the City to regulate various activities by issuing permits and licenses. This is done to protect public safety. Fees for permits and licenses are designed to fully or partially recover the administrative and enforcement costs of regulated activities. Most permits are issued by the Department of Community Development.

Major Change

Anticipated revenue from professional licenses increases due to 2001-02 being the "on year" for the biannual license cycle for electricians and stationary engineers, \$227,000. Building and alteration permit revenue decreases to reflect current trend, \$6,100. Net of other changes decreases revenue, \$8,400.

LICENSES & PERMITS



Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
	1,447,600	1,660,100	212,500

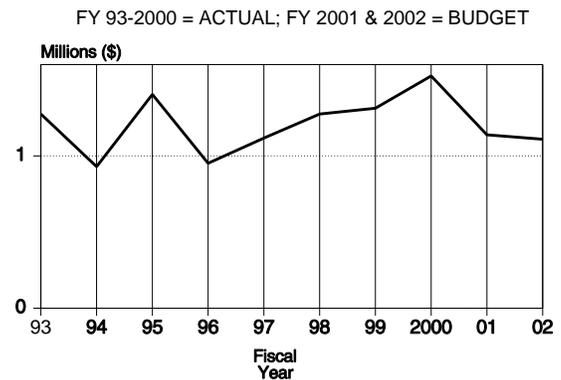
SALE OF PROPERTY & COMPENSATION

Revenue in this category comes from sale of real property, sale of excess materials, insurance recoveries, and the sale of unclaimed property. The sale of real property is the largest revenue source in this group.

Major Change

Anticipated increases in auto auction sales increases sale of unclaimed property revenue, \$21,700. Revenue from sale of real property decreases, \$67,800. Recovery of compensation for damages to street lights increases revenue, \$16,900.

SALE OF PROPERTY & COMPENSATION



Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
	1,138,700	1,109,500	-29,200

REVENUE SUMMARY DESCRIPTIONS & CHANGES

MISCELLANEOUS

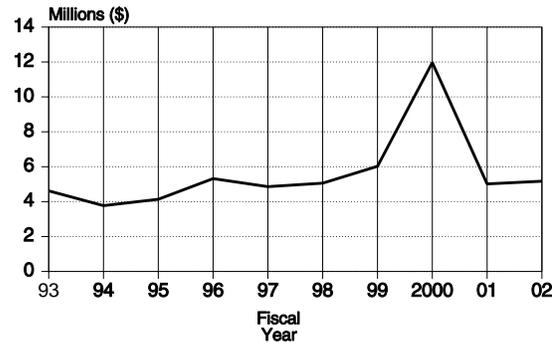
Miscellaneous revenues consist of refunds or reimbursements for expenses incurred in prior years, an appropriation of surplus from prior years, cable television franchise revenues, and miscellaneous income.

Major Change

Anticipated increases in cable TV sales increases franchise revenue, \$118,000. Net of other changes increases revenue, \$36,000.

MISCELLANEOUS

FY 93-2000 = ACTUAL; FY 2001 & 2002 = BUDGET



Year-to-Year Comparison

<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
5,015,000	5,169,000	154,000

INTERGOVERNMENTAL – NEW YORK STATE

Revenues received from New York State constitute this category. There are four types of aid: general purpose, categorical, and miscellaneous, and New York State Tax Relief (STAR).

1. General purpose aid provides revenue for unrestricted use by municipalities. There are four programs: General Purpose State Aid, Emergency Financial Aid, Emergency Financial Assistance, and Supplemental Municipal Aid.

2. Categorical aid is directed to support specific objectives and, as a result, is restricted to certain purposes. Support is received for such functions as street improvements, crime prevention, and youth recreation.

3. Miscellaneous aid includes reimbursements for various services.

4. The New York State Tax Relief (STAR) Program provides revenue to municipalities to offset school property tax relief for targeted taxpayers.

Major Change

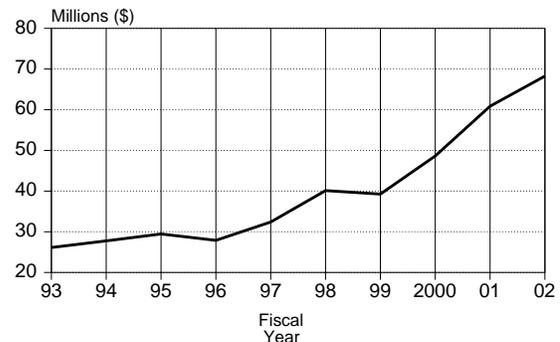
An increase in general purpose state aid is assumed, \$3,774,800. The phased implementation of the "Basic" STAR program increases revenue, \$3,827,300. Consolidated Highway Improvement Program (CHIPS) aid increases in accordance with roadway expenditures, \$160,500. Miscellaneous revenue decreases primarily due to the elimination of the assessment maintenance aid program \$200,500 and other miscellaneous changes, \$182,700. Net of other changes increases revenue, \$27,200.

Year-to-Year Comparison

<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
60,857,300	68,263,900	7,406,600

INTERGOVERNMENTAL REVENUE - STATE AID

FY 93-2000 = ACTUAL; FY 2001 & 2002 = BUDGET



REVENUE SUMMARY DESCRIPTIONS & CHANGES

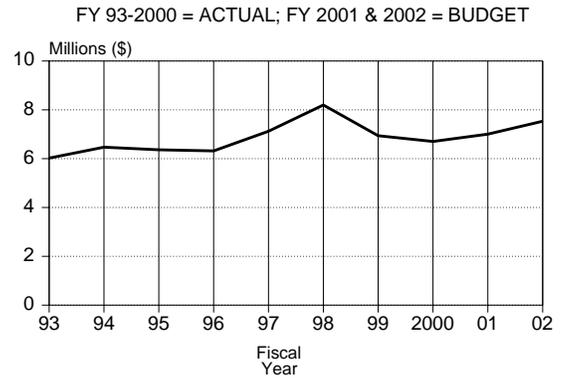
INTERGOVERNMENTAL – FEDERAL

The Federal Aid category includes reimbursements for the administration of federally funded programs. The program appropriations are approved by City Council separate from the City operating budget. The Community Development Block Grant Program is the largest such “off budget” fund .

Major Change

COPS in School Grant increases to fund a full year's expense for police officers hired during 2000-01, \$622,200. COPS MORE Grant increases revenue, \$103,100. Federal funding for the continued development of a Metropolitan Medical Response System increases revenue, \$160,000. The conclusion of the Jobs Training and Partnership Program, Welfare to Work Grant, and the Workforce Investment Act decreases administrative reimbursements, \$50,900, \$151,500 and \$180,200 respectively. Net of other changes increases revenue, \$25,500.

INTERGOVERNMENTAL REVENUE - FEDERAL AID



Year-to-Year Comparison

2000-01	2001-02	Change
7,004,400	7,532,600	528,200

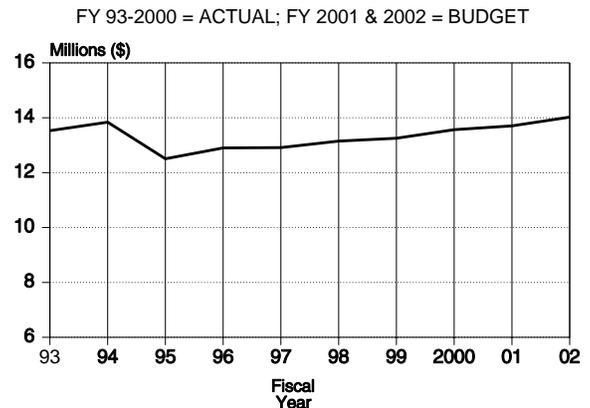
INTERGOVERNMENTAL – OTHER

Revenues received from governmental agencies other than the Federal and New York State levels constitute this category. Reimbursement for debt service from the Pure Waters Agency for sewers and from Monroe County for highways account for the majority of the revenues in this classification. Profits distributed by the Western Region Off-Track Betting Corporation and Monroe County reimbursements for highway maintenance, public safety activities, and various other programs comprise the remaining intergovernmental revenues.

Major Change

Monroe County reimbursement for the operation of Emergency Communications increases to offset expense, \$296,800. A “zero increase” is assumed in Monroe County’s 2002 Budget to support the operation of the Emergency Communication Department (911). Monroe County reimbursement for the Move In/Move Out Program increases as the pilot program is expanded, \$200,000. Traffic shares revenue increases in accordance with planned capital projects, \$130,000. Pure Waters reimbursements decline, \$292,900. Net of other changes decreases revenue, \$15,200.

INTERGOVERNMENTAL REVENUE - OTHER



Year-to-Year Comparison

2000-01	2001-02	Change
13,703,900	14,022,600	318,700

REVENUE SUMMARY DESCRIPTIONS & CHANGES

INTERFUND REVENUES & TRANSFERS

Interfund transfers consist of three categories:

1. Reimbursements to the General Fund for services provided to other operating funds. In these cases, the cost of services (motor equipment, telephone, etc.) are included in the General Fund as well as the appropriate non-General Fund. The reimbursements offset the General Fund expense. Revenues in this group include transfers from the Library Fund and Enterprise Funds.

2. Reimbursements to the General Fund from funds that are not included in the operating budget. Revenues in these funds are generally restricted and can be transferred to the General Fund only to the extent that eligible expenses are identified.

3. Beginning in 1994-95, transfers to the City School District to fund educational expenditures in accordance with the City Charter.

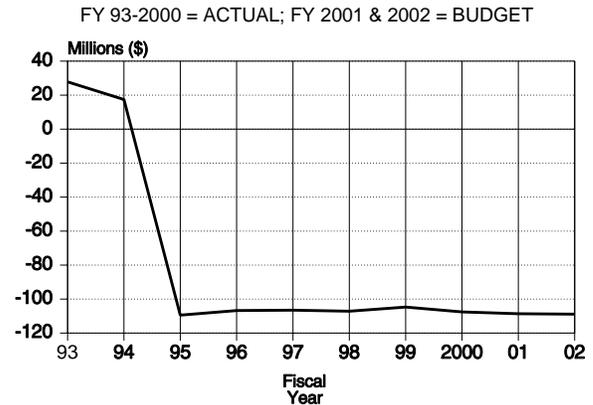
Major Change

The transfer from the Seized Property Fund decreases to reflect the completion of one-time projects, \$282,000. The transfer from the Tax Relief Fund decreases due to lack of available balances, \$176,200. The transfer from the retirement reserve decreases in accordance with the repayment schedule, \$71,600. The transfer from the Downtown Enhancement District increases to fund capital expenditures, \$117,700. Transfer from the HUD Asset Control Fund increases to fund program administrative costs, \$92,800. The transfer from Enterprise and Special Funds increases to reimburse the General Fund for the cost of services, \$68,100. Net of other changes increases revenue, \$21,000.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
	-108,638,000	-108,868,200	-230,200

INTERFUND REVENUE



ANIMAL CONTROL FUND

Under Article 7 of the New York Agriculture and Markets Law, all expenditures and revenues associated with the licensing and impounding of animals must be recorded in a special fund. Accordingly, the Animal Control Fund includes revenues from the sale of dog licenses, fines for unlicensed dogs, and operating revenues from the Animal Control Center. Since the Animal Control Fund does not generate sufficient revenues to cover expenses, a portion of the property tax is allocated to this fund.

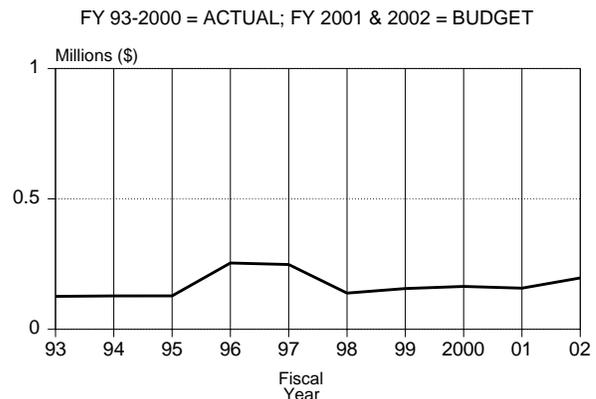
Major Change

Operating revenues anticipated to increase, \$39,100.
Expanded enforcement expenses necessitates an increase in property tax support, \$132,800.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Operating Revenue	157,700	196,800	39,100
Property Tax Allocation	888,100	1,020,900	132,800
	1,045,800	1,217,700	171,900

ANIMAL CONTROL FUND



REVENUE SUMMARY DESCRIPTIONS & CHANGES

LIBRARY FUND

Section 259 of the New York State Education Law requires that all revenues generated from library operations be recorded in a special fund. Revenues associated with the operation of the Central Library and 10 branch libraries include Monroe County reimbursement for the Central Library, reimbursements from the Monroe County Library System (MCLS) for library material processing and inter-library loan services, State aid and grants, and miscellaneous income. These revenues are not sufficient to cover library costs; therefore, a portion of the property tax is allocated to this fund.

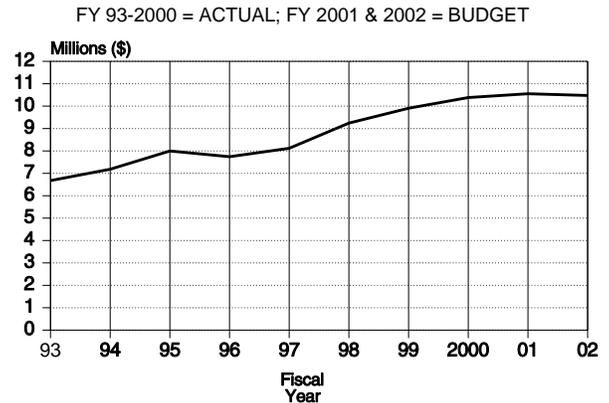
Major Change

State aid to the Library decreases \$204,500. Library charges increases primarily due to MCLS reimbursements and E-Rate program revenues, \$147,300. A “zero increase” in Monroe County aid to fund the Central Library is assumed. The decline in available balances eliminates interest earnings revenue, \$13,400. Net of other changes decreases library operating revenues, \$7,000. An increase in property tax support is required, \$202,600.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Operating Revenue	10,554,300	10,476,700	-77,600
Property Tax Allocation	<u>4,622,200</u>	<u>4,824,800</u>	<u>202,600</u>
Total	15,176,500	15,301,500	125,000

LIBRARY FUND



WATER FUND

This fund records the expenses and revenues of the Water enterprise, which provides potable water for domestic and commercial use and for fire protection purposes. Revenues are generated by metered water sales, sales to other municipalities, various service charges and wholesale water sales to the Monroe County Water Authority (MCWA). Most customers are billed quarterly, except for high volume users that are billed monthly.

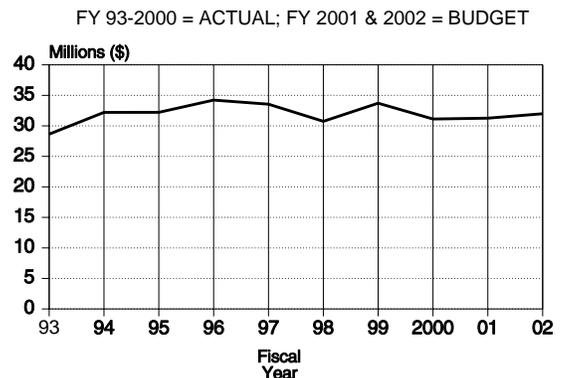
Major Change

A higher exchange rate increases sales to MCWA revenue, \$538,400. A decrease in the number of water accounts decreases revenue, \$100,000. Lower interest rates decreases interest earnings revenue, \$80,100. An increase in the appropriation of fund balance is required to balance the fund, \$378,700. Net of other changes decreases revenue, \$7,900.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
	31,255,200	31,984,300	729,100

WATER FUND



REVENUE SUMMARY DESCRIPTIONS & CHANGES

WAR MEMORIAL FUND

This fund records the expenses and revenues from the Blue Cross Arena at the War Memorial. The Arena is operated by a private contractor from whom the City receives a ticket surcharge, a percent of concession receipts, and reimbursement for utility expenses. The City also receives funds from naming rights of the facility. A share of receipts from the City's portion of the Hotel/Motel Occupancy Tax is credited to this fund.

Major Change

A transfer from the Premium and Interest Fund is initiated to offset debt service expenses, \$300,000. Receipts from the Hotel/Motel Tax are anticipated to increase, \$38,300. Lower interest rates decreases interest earnings revenue, \$13,300. Lower suite rental estimates decreases War Memorial revenue, \$23,200. Net of other operating revenue changes decreases revenue, \$100. These changes enable a decrease in property tax support, \$280,800.

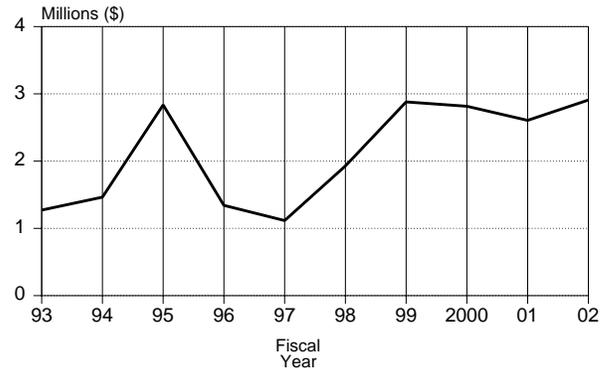
Year-to-Year Comparison

Operating Revenue
Property Tax

<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
2,606,300	2,908,000	301,700
<u>884,100</u>	<u>603,300</u>	<u>-280,800</u>
3,490,400	3,511,300	20,900

WAR MEMORIAL FUND

FY 93-2000 = ACTUAL; FY 2001 & 2002 = BUDGET



PARKING FUND

Revenues in this fund are generated from nine downtown parking garages, eighteen surface lots, and on-street parking meters. Most facilities, including all of the garages except Midtown Garage, are operated by private contractors who pay a percentage of operating revenue to the City. The Cultural Center Commission reimburses the City for administrative expenses associated with the City's oversight of the East End Garage.

Major Change

Lower debt service costs decrease the need for an appropriation of fund balance and a transfer from the Premium and Interest Fund, \$432,000 and \$66,300 respectively. Parking garage revenue decreases primarily due to impact of construction at the South Avenue Garage and the delayed development of the area surrounding the High Falls Parking Garage, \$434,600. Parking lot revenue decreases primarily due to the reconfiguration of the Court/Exchange Street Lot as a result of the Corn Hill Landing Project and the river wall reconstruction, \$38,900. The replacement of vandalized meters increases meter revenue, \$63,100. Net of other changes decreases revenue, \$17,700.

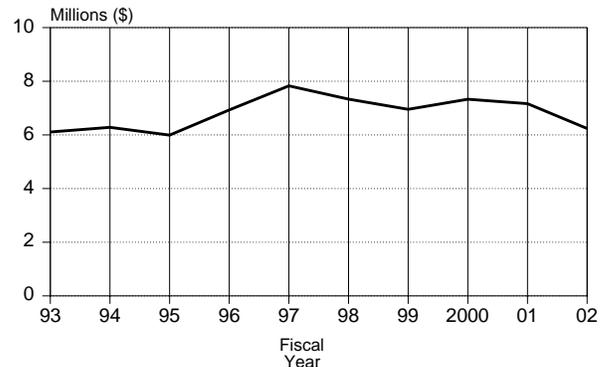
Year-to-Year Comparison

Operating Revenue
Property Tax

<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
7,165,200	6,238,800	-926,400

PARKING FUND

FY 93-2000 = ACTUAL; FY 2001 & 2002 = BUDGET



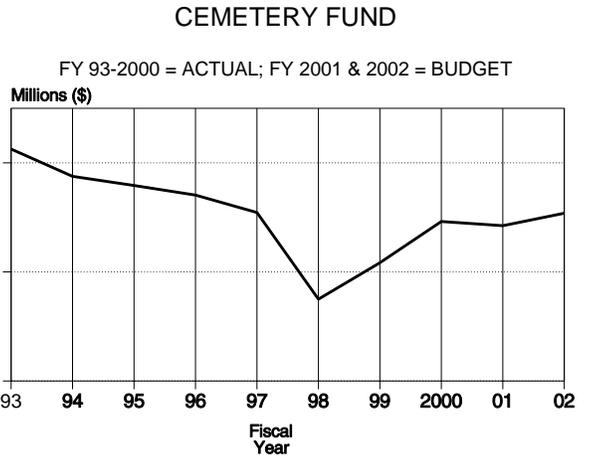
REVENUE SUMMARY DESCRIPTIONS & CHANGES

CEMETERY FUND

The City owns and operates two cemeteries, Mt. Hope and Riverside. Revenues in the Cemetery Fund are received from the sale of single graves, lots, mausoleums, interments, burial service charges, crematory charges, and interest earned on funds set aside for perpetual care.

Major Change

An increase in the appropriation of fund balance is used to balance the fund, \$135,000. Mausoleum sales are projected to decrease, \$55,000. Lower interest rates decreases interest earnings revenue, \$40,300. Lot sales and the sale of markers and urns are projected to increase, \$40,000 and \$14,500 respectively. Net of other revenue increases revenue, \$19,900. These changes enable a reduction in property tax support, \$7,300.



Year-to-Year Comparison

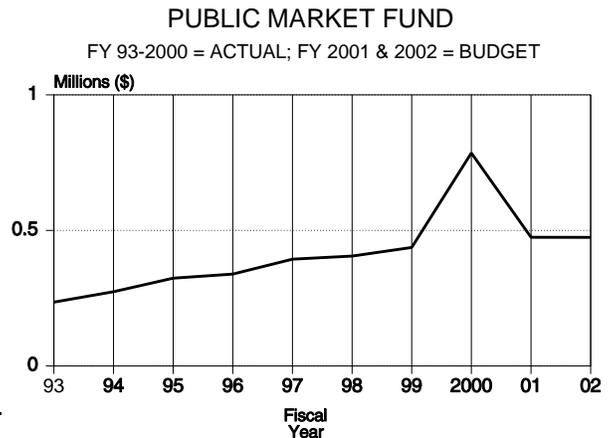
	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Operating Revenue	1,423,800	1,537,900	114,100
Property Tax Allocation	<u>348,600</u>	<u>341,300</u>	<u>-7,300</u>
Total	1,772,400	1,879,200	106,800

PUBLIC MARKET FUND

A farmers' market, consisting of two open sheds and one enclosed shed, is owned and operated by the City. Rental of shed space occurs on an annual, semi-annual, or daily basis. Also, a seasonal Downtown Market is supported.

Major Change

Market fee revenue is projected to increase, \$7,100. Lower interest rates decreases interest earnings revenue, \$7,700. Embellishment fees increase, \$300. An increase in property tax support is necessitated to fund debt service increases associated with Market improvements, \$128,200.



Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Operating Revenue	474,600	474,300	-300
Property Tax Allocation	<u>142,600</u>	<u>270,800</u>	<u>128,200</u>
Total	617,200	745,100	127,900

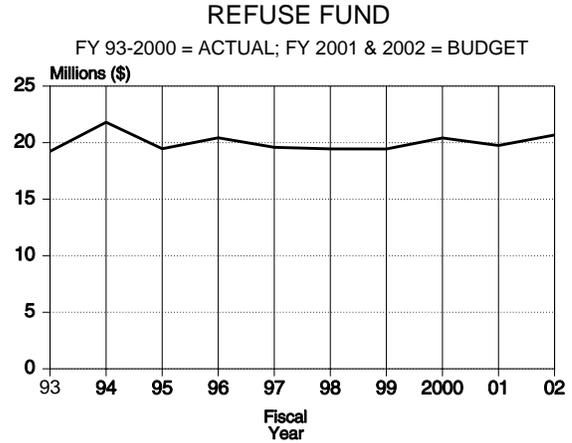
REVENUE SUMMARY DESCRIPTIONS & CHANGES

REFUSE FUND

Rochester's refuse collection and disposal costs are financed principally from the proceeds of user fees. Separate rates are charged for residential and commercial services. Residential fees are included with property tax bills, and commercial accounts receive separate quarterly bills.

Major Change

A decline in the collection rate and fewer customers decreases residential refuse collections, \$190,000. Lower interest rates decreases interest earnings revenue, \$138,200. Less surplus equipment decreases sale of scrap revenue, \$200,000. An appropriation of fund balance is required to balance the fund, \$1,469,600. Net of other changes decreases revenue, \$12,000.



Year-to-Year Comparison

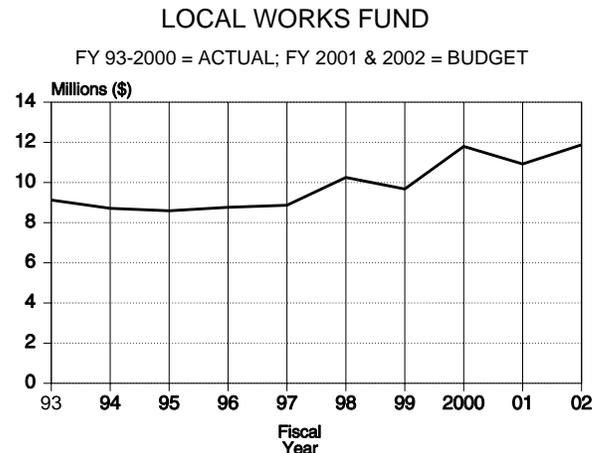
	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
	19,746,800	20,676,200	929,400

LOCAL WORKS FUND

Revenues to support street cleaning, snow and ice control services, and hazardous sidewalk replacement are derived from front footage assessments. These assessments are charged with the property tax bill. Other revenues include reimbursements from New York State for snow and ice control on highways and, if required, an appropriation from the Local Works fund balance.

Major Change

The proposed local works rate increase increases current collections, \$1,492,700. The appropriation of fund balance is eliminated due to lack of available balances, \$496,700. Lower interest rates decreases interest earnings revenue, \$80,700. A larger projected delinquent balance increases delinquent collections, \$23,300. Net of other changes increases revenue, \$17,400.



Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
	10,921,700	11,877,700	956,000

REVENUE SUMMARY
REVENUE ESTIMATES

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Approved</u> <u>2001-02</u>
GENERAL FUND				
TAXES				
Property Tax (City & School)	120,495,546	115,105,300	114,359,100	109,227,000
Delinquent and Supplemental Taxes	5,561,135	5,355,000	5,204,000	4,855,000
In-Lieu-of-Tax Payments	11,749,485	12,219,900	11,438,000	11,157,100
Interest Penalties	3,261,774	3,530,000	3,100,000	3,335,000
Sales Tax	106,513,818	112,028,000	110,513,000	115,979,600
Utilities Gross Receipts Tax	9,776,258	10,900,000	9,687,000	9,911,000
Mortgage Tax	<u>1,834,591</u>	<u>1,600,000</u>	<u>1,500,000</u>	<u>1,600,000</u>
	259,192,607	260,738,200	255,801,100	256,064,700
DEPARTMENTAL INCOME				
Police Fees	1,069,221	1,112,400	1,113,400	1,006,100
Fire Fees	358,148	382,400	342,800	384,400
Finance Fees	320,470	277,900	277,900	308,000
Repairs& Clean-up Fees	171,491	247,500	210,000	230,000
Parks & Recreation Fees	1,116,155	1,061,900	1,106,700	1,076,500
Zoning Fees	62,569	65,000	65,000	68,900
Charges for Service	332,391	335,900	321,300	294,900
Other Dept. Income	<u>1,194,546</u>	<u>835,500</u>	<u>831,500</u>	<u>813,900</u>
	4,624,991	4,318,500	4,268,600	4,182,700
USE OF MONEY & PROPERTY				
Interest Earnings	3,124,099	4,151,200	3,658,500	2,625,600
Rental of Real Property	<u>215,870</u>	<u>429,400</u>	<u>142,400</u>	<u>170,800</u>
	3,339,969	4,580,600	3,800,900	2,796,400
FINES & FORFEITURES				
City Court Fines	82,348	117,600	117,600	110,000
Moving Violations	1,051,585	800,000	662,000	800,000
Parking Violations	2,657,099	2,480,000	2,539,300	2,695,000
Municipal Code Fines	674,847	853,500	630,000	800,000
Housing Court Fines	4,097	1,600	0	0
Miscellaneous	<u>1,355</u>	<u>1,000</u>	<u>1,000</u>	<u>1,600</u>
	4,471,331	4,253,700	3,949,900	4,406,600
LICENSES & PERMITS				
Business & Occupational Licenses	159,921	164,000	164,000	160,000
Bingo Licenses	47,844	45,000	54,000	47,800
Professional Licenses	279,267	42,000	40,200	267,200
Other Licenses	46,185	42,300	42,300	50,300
Building Permits	868,166	933,900	880,100	874,000
Street Opening Permits	<u>304,276</u>	<u>267,000</u>	<u>267,000</u>	<u>260,800</u>
	1,705,659	1,494,200	1,447,600	1,660,100
SALE OF PROPERTY & COMPENSATION FOR LOSS				
Sale of Scrap	115,288	112,000	112,000	112,000
Sale of Real Property	1,010,376	630,000	667,800	600,000
Sale of Unclaimed Property	242,402	250,600	253,900	275,600
Other Compensation for Loss	<u>157,227</u>	<u>181,000</u>	<u>105,000</u>	<u>121,900</u>
	1,525,293	1,173,600	1,138,700	1,109,500

**REVENUE SUMMARY
REVENUE ESTIMATES**

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Approved <u>2001-02</u>
MISCELLANEOUS				
Refund - Prior Year's Expense	178,018	350,000	150,000	175,000
General Fund Surplus	2,979,000	3,108,000	3,108,000	3,119,000
Designated Fund Surplus (Spinup)	6,406,300	0	0	0
Cable TV Franchise Revenue	1,393,228	1,300,000	1,357,000	1,475,000
Miscellaneous	<u>1,011,020</u>	<u>500,000</u>	<u>400,000</u>	<u>400,000</u>
	11,967,566	5,258,000	5,015,000	5,169,000
INTERGOVERNMENTAL - NEW YORK STATE				
General Purpose State Aid	25,101,602	19,371,700	19,371,700	23,146,500
Emergency Financial Aid	5,642,685	5,642,700	5,642,700	5,642,700
Emergency Financial Assistance	1,264,042	1,264,000	1,264,000	1,264,000
Supplemental Municipal Aid	6,330,268	21,330,200	21,300,200	21,330,200
STAR	6,331,503	9,186,500	9,191,200	13,018,500
Youth Aid	213,422	221,800	221,800	219,000
Local Aid to Law Enforcement	464,353	464,300	464,300	464,300
Consolidated Highway Improvements	2,118,000	2,223,000	2,200,000	2,360,500
Miscellaneous	<u>1,159,850</u>	<u>1,294,400</u>	<u>1,201,400</u>	<u>818,200</u>
	48,625,725	60,998,600	60,857,300	68,263,900
INTERGOVERNMENTAL - FEDERAL				
Job Training Partnership Act	961,846	140,000	50,900	0
Welfare to Work Program	78,728	37,400	151,500	0
Workforce Investment Act	0	134,200	180,200	0
Community Development Block Grant	4,445,664	4,690,800	4,690,800	4,716,500
Federal Nutrition	570,261	529,900	531,200	531,200
Crime Bill	72,162	573,400	573,400	1,298,700
Law Enforcement Block Grant	183,789	125,300	125,300	194,500
Weed & Seed Grant	196,494	222,000	222,000	115,000
Anti-Violence Grant	9,053	50,000	50,000	0
Metro. Medical Response	0	120,000	120,000	280,000
HUD-Emergency Shelter Grant	22,750	22,700	22,700	20,700
Transportation Grants	122,061	196,000	196,000	292,900
FEMA Reimbursements	14,115	0	0	0
Miscellaneous	<u>26,617</u>	<u>90,400</u>	<u>90,400</u>	<u>83,100</u>
	6,703,540	6,932,100	7,004,400	7,532,600
INTERGOVERNMENTAL - OTHER				
Off Track Betting	453,237	460,000	450,000	440,000
Monroe County Reimbursements:				
Pure Waters Agency Sewer Debt	2,351,531	2,221,200	2,221,200	1,928,300
Emergency Communications	8,592,683	8,869,800	8,891,800	9,188,600
Police Services-Firearms Instruction	111,350	111,300	111,300	111,300
Downtown Public Safety	550,000	550,000	550,000	550,000
Public Safety Training-Ammunition	17,380	17,400	17,400	17,400
Traffic Shares	304,704	227,000	227,000	357,000
STOP-DWI	206,308	232,900	232,900	221,000
Hotel/Motel Tax (Convention Center)	807,561	829,600	820,700	835,000
Miscellaneous	<u>170,976</u>	<u>171,600</u>	<u>181,600</u>	<u>374,000</u>
	13,565,730	13,690,800	13,703,900	14,022,600

REVENUE SUMMARY
REVENUE ESTIMATES

1-19

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Approved <u>2001-02</u>
INTERFUND REVENUE & TRANSFERS				
City School District	-127,300,000	-127,300,000	-127,300,000	-127,300,000
Water Fund	4,678,500	4,678,500	4,678,500	4,678,500
Special & Enterprise Funds	8,079,556	8,613,100	8,512,700	8,580,800
Street Lighting Districts	28,854	25,000	25,000	28,900
Premium & Interest Fund	821,300	820,500	820,500	789,000
Foreign Insurance Fund	380,000	380,000	380,000	380,000
Cultural District	70,518	71,200	71,200	72,500
HUD Asset Control Fund	0	47,500	47,500	140,300
Downtown Enhancement District	441,107	571,000	450,000	567,700
Downtown Guide District	274,300	315,000	315,000	316,000
Retirement Reserve	1,653,700	1,581,800	1,581,800	1,510,200
Seized Property Fund	330,000	382,000	382,000	100,000
Port Fund	0	0	0	4,000
Care & Embellishment Fund	31,117	31,700	31,700	32,300
Property Clerk Fund	0	0	0	40,000
Tax Repayment Fund	1,087,300	1,083,800	1,127,700	1,129,400
Tax Relief Fund	<u>1,878,100</u>	<u>238,400</u>	<u>238,400</u>	<u>62,200</u>
	-107,545,648	-108,460,500	-108,638,000	-108,868,200
GENERAL FUND TOTAL	248,176,763	254,977,800	248,349,400	256,339,900
SPECIAL FUNDS				
ANIMAL CONTROL				
Animal Control Center Fees	64,233	90,000	66,000	95,300
Dog Licenses	41,784	30,000	40,300	41,800
Animal Fines	48,181	44,000	41,300	48,000
Miscellaneous	<u>10,194</u>	<u>20,100</u>	<u>10,100</u>	<u>11,700</u>
	164,392	184,100	157,700	196,800
Property Tax	<u>767,668</u>	<u>811,800</u>	<u>888,100</u>	<u>1,020,900</u>
	932,060	995,900	1,045,800	1,217,700
LIBRARY				
Library Charges	1,757,240	1,826,500	1,851,400	1,998,700
County Reimbursement	7,088,047	7,400,000	7,400,000	7,400,000
State Aid	1,156,048	1,115,200	1,108,000	903,500
Rundel Foundation	178,500	165,200	165,200	159,100
Trans. from Retirement Reserve	16,900	16,300	16,300	15,400
Interest Earnings	60,827	0	13,400	0
Miscellaneous	48,452	0	0	0
Appropriation of Fund Balance	<u>78,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
	10,384,014	10,523,200	10,554,300	10,476,700
Property Tax	<u>4,288,605</u>	<u>4,494,700</u>	<u>4,622,200</u>	<u>4,824,800</u>
	14,672,619	15,017,900	15,176,500	15,301,500
SPECIAL FUNDS TOTAL	15,604,679	16,013,800	16,222,300	16,519,200

**REVENUE SUMMARY
REVENUE ESTIMATES**

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Approved <u>2001-02</u>
ENTERPRISE FUNDS				
WATER				
Metered Water Sales	24,408,861	23,900,000	24,600,000	24,500,000
Upland Sales	1,755,693	1,900,000	1,461,600	2,000,000
Other Municipalities	257,261	275,000	255,000	272,600
Delinquent Collections	986,265	980,000	1,044,000	1,014,800
Service Charges	223,495	220,000	200,000	205,000
Interest and Penalties	1,181,663	1,150,000	1,150,000	1,150,000
Interest Earnings	222,866	187,000	200,000	119,900
Trans. from Retirement Reserve	43,400	41,600	41,600	39,600
MCWA Reimbursements	1,361,848	1,329,700	1,329,700	1,304,000
Refund Prior Years Expense	273,855	87,100	89,600	98,800
Miscellaneous	356,476	203,700	188,200	178,500
Trans. Premium & Interest	48,400	380,500	380,500	407,400
Appropriation of Fund Balance	<u>0</u>	<u>315,000</u>	<u>315,000</u>	<u>693,700</u>
	31,120,083	30,969,600	31,255,200	31,984,300
WAR MEMORIAL				
Hotel/Motel Tax	897,290	923,700	911,900	950,200
War Memorial Revenue	1,591,448	1,702,300	1,668,700	1,645,500
Interest Earnings	26,570	17,600	25,000	11,700
Trans. from Retirement Reserve	700	700	700	600
Trans. Premium & Interest	<u>299,100</u>	<u>0</u>	<u>0</u>	<u>300,000</u>
	2,815,108	2,644,300	2,606,300	2,908,000
Property Tax	<u>928,318</u>	<u>881,100</u>	<u>884,100</u>	<u>603,300</u>
	3,743,426	3,525,400	3,490,400	3,511,300
PARKING				
Parking Ramps	5,104,348	4,749,400	5,172,700	4,738,100
Parking Lots	557,496	443,000	450,400	411,500
Meters	531,482	475,900	475,900	539,000
East End Garage	18,566	19,000	19,000	18,700
Parking Fines	217,019	201,700	205,900	218,500
Interest Earnings	91,015	95,000	73,000	63,300
Trans. Premium & Interest	392,000	66,300	66,300	0
Trans. from Retirement Reserve	800	800	800	800
Miscellaneous	230,911	250,400	269,200	248,900
Appropriation of Fund Balance	<u>185,600</u>	<u>432,000</u>	<u>432,000</u>	<u>0</u>
	7,329,237	6,733,500	7,165,200	6,238,800

REVENUE SUMMARY
REVENUE ESTIMATES

1-21

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Approved</u> <u>2001-02</u>
CEMETERY				
Sale of Lawn Crypts	-22,111	3,300	4,000	4,000
Sale of Cemetery Lots	353,621	537,700	405,000	445,000
Service Charges	344,374	373,900	380,800	393,800
Mausoleum Sales	92,749	95,500	160,000	105,000
Sale of Foundations, Markers and Urns	109,222	145,500	107,900	122,400
Interest Earnings	352,036	265,300	314,000	273,700
Private Grants	0	35,000	35,000	42,000
Appropriation of Fund Balance	77,000	15,000	15,000	150,000
Trans. from Retirement Reserve	2,200	2,100	2,100	2,000
Miscellaneous	<u>153,151</u>	<u>0</u>	<u>0</u>	<u>0</u>
	1,462,242	1,473,300	1,423,800	1,537,900
Property Tax	<u>147,443</u>	<u>239,500</u>	<u>348,600</u>	<u>341,300</u>
	1,609,685	1,712,800	1,772,400	1,879,200
PUBLIC MARKET				
Market Fees	393,114	414,600	428,900	436,000
Embellishment Fees	28,924	28,900	31,800	32,100
Interest Earnings	14,282	7,000	13,000	5,300
Trans. from Retirement Reserve	1,000	900	900	900
Miscellaneous	1,073	0	0	0
Trans. Premium & Interest	217,100	0	0	0
Appropriation of Fund Balance	<u>130,100</u>	<u>0</u>	<u>0</u>	<u>0</u>
	785,593	451,400	474,600	474,300
Property Tax	<u>0</u>	<u>223,400</u>	<u>142,600</u>	<u>270,800</u>
	785,593	674,800	617,200	745,100
REFUSE COLLECTION				
Residential Charges	14,684,687	14,369,200	14,490,000	14,300,000
Commercial Charges	3,480,729	3,500,000	3,450,000	3,440,000
Delinquent Collections	1,152,776	1,207,700	1,150,000	1,150,000
Interest Earnings	289,335	268,400	300,000	161,800
Sale of Scrap	171,507	156,300	300,000	100,000
State Grant	7,424	0	0	0
Trans. from Retirement Reserve	41,100	39,300	39,300	37,500
Miscellaneous	37,269	17,100	17,500	17,300
Trans. Premium & Interest	70,200	0	0	0
Appropriation of Fund Balance	<u>478,500</u>	<u>0</u>	<u>0</u>	<u>1,469,600</u>
	20,413,527	19,558,000	19,746,800	20,676,200

REVENUE SUMMARY
REVENUE ESTIMATES

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Approved <u>2001-02</u>
LOCAL WORKS				
Current Collections	8,878,150	9,463,000	9,451,300	10,944,000
Delinquent Collections	505,622	543,000	510,000	533,300
Interest Earnings	382,697	406,500	400,000	319,300
Sale of Scrap	0	20,000	20,000	40,000
State Reimbursement-Snow & Ice Control	23,087	31,700	33,700	31,700
Trans. from Retirement Reserve	10,300	10,000	10,000	9,400
Miscellaneous	308,586	0	0	0
Appropriation of Fund Balance	<u>1,688,100</u>	<u>496,700</u>	<u>496,700</u>	<u>0</u>
	11,796,542	10,970,900	10,921,700	11,877,700
ENTERPRISE FUNDS TOTAL	76,798,093	74,145,000	74,968,900	76,912,600
TOTAL - ALL FUNDS	340,579,535	345,136,600	339,540,600	349,771,700

**REVENUE SUMMARY
PROPERTY TAX COMPUTATION & ANALYSIS**

The property tax is the single largest source of revenue to the City. The fundamental equation for the property tax is: (Tax Rate x Assessed Value) = Tax Levy. In Rochester, this fundamental equation is modified in two significant ways.

First, according to Article 19 of the New York State Real Property Tax Law, Rochester's levy is apportioned between Homestead and Non-Homestead classes of property. (Homestead properties, generally, are one, two, and three family residences. Non-Homestead properties are all others.) That is, separate tax rates for Homestead and Non-Homestead properties are applied to the separate assessment rolls for each class of property. The following display distinguishes the tax information for each class of property. The apportionment of the levy between the classes reflects the state mandated adjustment as calculated by the formula specified by Article 19. This adjustment occurs from year to year and is commonly called "the Shift".

Secondly, because the Rochester City School District is not permitted under law to levy a property tax, the City does so on behalf of the District for funding education purposes. The City also levies a property tax on its own behalf for funding municipal government purposes. While technically two separate tax levies (and, due to differing exemption provisions, based upon separate and unequal assessment rolls), the City and School property tax collections are accounted for within the City Budget as a combined total. The District receives its portion of the taxes collected and other revenue received by the City subject to a revenue sharing agreement between the City and the District. This distribution is displayed as an interfund transfer ("Negative Revenue") elsewhere in the Revenue Summary. The following display shows the combination of the separate City and School tax rates and impacts in a consolidated presentation. It is this consolidated rate that is most commonly referred to in discussion of the "City property tax." Detailed information on the calculation of each property tax follows.

The 2001-02 STAR revenue of \$3,955,358 (City) and \$9,063,186 (School) are subtracted from tax levy prior to billing after the tax rate has been determined. Only eligible taxpayers receive the STAR benefit.

PROPERTY TAX RATES & BURDENS

The assessed value for an typical single family residence (Homestead) is \$54,900 in 2001-02. The assessed value for a typical commercial property (Non-Homestead) is \$229,100 in 2001-02.

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>	<u>Percent Change</u>
TAX RATE (per \$1,000)				
Homestead Class				
- City	5.97	6.01	0.04	0.67%
- School	<u>12.97</u>	<u>13.46</u>	<u>0.49</u>	3.78%
Total	18.94	19.47	0.53	2.80%
Non-Homestead Class				
- City	13.59	12.89	-0.70	-5.15%
- School	<u>30.27</u>	<u>29.55</u>	<u>-0.72</u>	-2.38%
Total	43.86	42.44	-1.42	-3.24%
TAX BURDEN				
Single Family Residence				
- City	\$327.75	\$329.95	\$2.20	0.67%
- School	<u>\$712.05</u>	<u>\$738.95</u>	<u>\$26.90</u>	3.78%
Total	\$1,039.80	\$1,068.90	\$29.10	2.80%
Commercial Property				
- City	\$3,113.47	\$2,953.10	\$-160.37	-5.15%
- School	<u>\$6,934.86</u>	<u>\$6,769.91</u>	<u>\$-164.95</u>	-2.38%
Total	\$10,048.33	\$9,723.01	\$-325.32	-3.24%

REVENUE SUMMARY
PROPERTY TAX COMPUTATION & ANALYSIS

COMPUTATION OF CITY 2000-01 PROPERTY TAX LEVY

	<u>Current Operations</u>	<u>Cash Capital</u>	<u>Debt Service</u>	<u>Total</u>
EXPENSE				
Operating	288,858,500			288,858,500
Cash Capital		23,771,000		23,771,000
Debt Service			37,142,200	37,142,200
Tax Reserve	<u>757,919</u>	<u>733,886</u>	<u>794,258</u>	<u>2,286,063</u>
Total	289,616,419	24,504,886	37,936,458	352,057,763
REVENUE				
Operating	275,836,600			275,836,600
Cash Capital		11,161,500		11,161,500
Debt Service			<u>23,495,400</u>	<u>23,495,400</u>
Total	<u>275,836,600</u>	<u>11,161,500</u>	<u>23,495,400</u>	<u>310,493,500</u>
TOTAL TAX LEVY	13,779,819	13,343,386	14,441,058	41,564,263
Homestead (40.61645%)*				16,881,928
Non-Homestead (59.38355%)*				24,682,335
ASSESSED VALUE				4,721,773,250
Homestead				2,807,595,573
Non-Homestead				1,914,177,677
TAX RATE				
Homestead	1.99	1.93	2.09	6.01
Non-Homestead	4.27	4.14	4.48	12.89

*In accordance with the New York State Real Property Tax Law, the levy is apportioned between the Homestead and the Non-Homestead classes.

The 2001-02 apportionment reflects the state mandated adjustment as calculated by the formula specified by Article 19.

The 2000-01 Homestead and Non-Homestead apportionment was 39.39334% and 60.60666% respectively.

REVENUE SUMMARY
PROPERTY TAX COMPUTATION & ANALYSIS

COMPUTATION OF SCHOOL 2000-01 PROPERTY TAX LEVY

Expenses and revenues related to the City School District are located within the School District Budget, not the City Budget. Exceptions are: (1.) the City's \$127.3 million dollar funding of the District (shown as a negative fund transfer in the City's Revenue Summary) and (2.) the property tax collection estimate within the City Budget that represents collection of City and School taxes. The current revenue allocation displayed below reflects the \$127.3 million dollars less anticipated receipt of School taxes. A portion of the debt service revenue allocation listed below is debt service that is treated as a current expense (i.e. Early Retirement Debt Service, Revenue Anticipation Notes, and debt related to the Hurd Decision

	<u>Current Operations</u>	<u>Cash Capital</u>	<u>Debt Service</u>	<u>Total</u>
EXPENSE				
Operating	86,159,531			86,159,531
Cash Capital		12,821,956		12,821,956
Debt Service			33,525,180	33,525,180
Tax Reserve	<u>2,837,329</u>	<u>746,251</u>	<u>1,656,167</u>	<u>5,239,747</u>
Total	88,996,860	13,568,207	35,181,347	137,746,414
REVENUE				
Operating	37,271,611			37,271,611
Cash Capital				0
Debt Service*			<u>5,206,666</u>	<u>5,206,666</u>
Total	<u>37,271,611</u>	<u>0</u>	<u>5,206,666</u>	<u>42,478,277</u>
TOTAL TAX LEVY	51,725,249	13,568,207	29,974,681	95,268,137
Homestead (40.61645%)**				38,694,535
Non-Homestead (59.3855%)**				56,573,602
ASSESSED VALUE				
Homestead				4,788,936,438
Non-Homestead				2,874,227,902
				1,914,708,536
TAX RATE				
Homestead	7.30	1.92	4.24	13.46
Non-Homestead	16.04	4.21	9.30	29.55

*Revenues and debt exlusions are recorded here. Revenues related to City School District debt are located within the School District Budget not the City Budget.

**In accordance with the New York State Real Property Tax Law, the levy is apportioned between the Homestead and the Non-Homestead classes.

REVENUE SUMMARY
PROPERTY TAX COMPUTATION & ANALYSIS

COMPUTATION OF PROPERTY TAX REVENUE FOR THE GENERAL FUND
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City Property Tax Levy	41,564,263
School Property Tax Levy	
Total Property Tax Levy	136,832,400
Less: Allowance for Uncollectables (Tax Reserve)	7,525,810
Less: STAR Revenue	13,018,544
Combined City and School Property Tax Revenue	116,288,046
Distributions from the General Fund Property Tax Revenue to non-self supporting Special and Enterprise Funds:	
Animal Control Fund	1,020,900
Library Fund	4,824,800
War Memorial Fund	603,300
Cemetery Fund	341,300
Public Market Fund	270,800
Net General Fund Property Tax Revenue	109,226,946

REVENUE SUMMARY
PROPERTY TAX COMPUTATION & ANALYSIS

STAR

Beginning in 1998-99 New York State enacted the School Tax Relief Program (STAR) within section 425 of the Real Property Tax Law. The program provides an exemption from property taxes for owner-occupied primary residences.

There are two types of STAR programs: The first, called Enhanced STAR, is only for property owners 65 years of age or older, with incomes of less than \$60,000. The second, called Basic STAR is for all other home owners regardless of age or income. The phase in is listed below:

Maximum Exemption

	<u>Enhanced Program</u>	<u>Basic Program</u>
1999-2000	\$50,000	\$10,000
2000-2001	\$50,000	\$20,000
2001-2002 and thereafter	\$50,000	\$30,000

Eligible property owners for the 2001-02 program receive up to a \$50,000 and \$30,000 assessment exemption for the Enhanced program and Basic program, respectively. Both values are adjusted by the equalization rate. For large cities with fiscally dependent school districts, the enacting legislation assumed 67% of the combined tax rate to be for school purposes. For 2001-02 the maximum assessed value exemption for an eligible property owner under the Enhanced program is \$33,500 ($\$50,000 \times 0.67 \times 1 = \$33,500$). For 2001-02 the maximum assessed value exemption for an eligible property owner under the Basic program is \$20,100 ($\$30,000 \times 0.67 \times 1 = \$20,100$). The \$33,500 and \$20,100 exemptions are applied against the combined City and School tax rate. Approximately 5,866 property owners will benefit from the Enhanced STAR program and 24,545 property owners for the Basic STAR program in 2001-02.

The actual calculation of the dollar savings from the STAR exemption is determined subsequent to the determination of the City and School tax rates. The revenue from the STAR program is not counted in determining the tax rates.

The process is as follows: First, the tax rates are determined. Second, eligible property owners receive a credit based upon the exemption. Third, the actual amount of the tax levy billed is reduced by the aggregate of the City and School exemption values applied against the City and School tax rates. Fourth, New York State reimburses the City for the reduced billing.

The calculation of the 2001-02 STAR revenue to be reimbursed from the state is as follows:

	Assessed Value Exemption	Tax Rates	STAR Revenue
City:			
Homestead	646,950,353	6.01	3,888,172
Non-Homestead	<u>5,212,294</u>	12.89	<u>67,186</u>
	652,162,647		3,955,358
School:			
Homestead	661,683,010	13.46	8,906,253
Non-Homestead	<u>5,310,753</u>	29.55	<u>156,933</u>
	666,993,763		9,063,186
Total	N/A	N/A	13,018,544

N/A - Not Applicable

REVENUE SUMMARY
PROPERTY TAX COMPUTATION & ANALYSIS

ASSESSED VALUE – CHANGES

The City's municipal taxable assessed valuation for property tax levies changes by:

2001-02 Assessed Value	\$4,721,773,250
2000-01 Assessed Value	\$4,730,799,907
Change	\$-9,026,657
Percent Change	-0.19%

The change in taxable assessment is substantially attributable to the following:

Non-Homestead Assessment:

Special Franchise	21,088,838
Railroad Ceiling	13,870,468
Chevy Place	1,417,500
Washington Building	470,000
KODAK	-12,501,080
CHASE Tower	-4,665,000
500 Lee Road	-3,500,000
Midtown	-2,175,000
565 Blossom Rd	-760,000
Gleason Works	-565,000
Ridge Clinton Plaza	-534,400
Rochester Midland Corp	-500,000
Non-Homestead Net other changes (less than \$450,000)	<u>-4,532,670</u>
Subtotal	7,113,656
Homestead Assessment :	
Decrease in Veterans Exemption	4,443,454
Homestead Net other changes	<u>-20,583,767</u>
Subtotal	-16,140,313
Total Assessment Change	<u><u>-9,026,657</u></u>

**REVENUE SUMMARY
PROPERTY TAX COMPUTATION & ANALYSIS**

ASSESSED VALUATION – HISTORIC

<u>Fiscal Year</u>	<u>General Municipal Purposes</u>	<u>Veterans Exemption*</u>	<u>Total School Purposes</u>	<u>Change from Prior Year</u>
2001-02	4,721,773,250	67,163,188	4,788,936,438	-13,470,111
2000-01	4,730,799,907	71,606,642	4,802,406,549	-241,838,994
1999-2000	4,968,556,948	75,688,595	5,044,245,543	-28,359,372
1998-99	4,988,153,242	84,451,673	5,072,604,915	-47,741,649
1997-98	5,031,843,192	88,503,372	5,120,346,564	-82,588,503
1996-97	5,111,770,403	91,164,664	5,202,935,067	-297,408,653
1995-96	5,403,091,007	97,748,618	5,500,839,625	-89,420,832
1994-95	5,487,419,595	102,840,862	5,590,260,457	-54,487,268
1993-94	5,531,254,204	107,359,847	5,638,614,051	-7,234,169
1992-93	5,534,308,724	111,539,496	5,645,848,220	-52,860,479
1991-92	5,584,607,698	114,101,001	5,698,708,699	-54,583,758

*Subject to School Purposes but not General Municipal Purposes.

TAX COLLECTION EXPERIENCE

The following tables are all billings on the tax file. Items billed include: ad valorem taxes, residential refuse charges, local works charges, local improvements, property rehabilitation charges, municipal code fines, special assessment district charges, delinquent water charges, and supplemental and omitted taxes.

A. Current Taxes

<u>Fiscal Year</u>	<u>Tax Billed July 1</u>	<u>Current Collections</u>	<u>Percent of Levy</u>	<u>Tax Balances June 30*</u>
2000-01	163,894,342	150,172,460	91.63	12,721,882
1999-2000	168,683,315	155,680,276	92.30	12,264,332
1998-99	169,603,948	156,697,127	92.39	12,027,564
1997-98	174,623,890	161,178,722	92.30	11,979,846
1996-97	176,468,490	162,672,917	92.20	12,634,627
1995-96	175,508,050	162,034,247	92.32	12,703,527
1994-95	173,542,290	161,175,931	92.87	12,136,243
1993-94	169,344,081	157,011,459	92.72	11,212,502

B. Delinquent Taxes

<u>Fiscal Year</u>	<u>Delinquent Tax Balances July 1</u>	<u>Delinquent Tax Collections</u>	<u>Percent of Delinquent Tax Balances</u>	<u>Delinquent Tax Balances June 30*</u>	<u>Total Tax Balances June 30**</u>
2000-01	21,405,580	9,646,167	45.06	9,078,118	21,800,000
1999-2000	21,275,743	9,726,123	45.71	9,142,412	21,406,744
1998-99	20,558,498	10,059,828	48.93	9,248,145	21,275,709
1997-98	21,985,254	10,780,366	49.03	8,578,655	20,558,501
1996-97	21,309,238	10,138,303	47.60	9,350,627	21,985,254
1995-96	19,772,301	9,818,559	49.66	8,605,711	21,309,238
1994-95	17,797,081	9,616,139	54.03	7,636,057	19,772,300
1993-94	17,016,769	10,020,133	58.88	6,584,579	17,787,081

*Current and delinquent tax balances on June 30 reflect the beginning balances less collections and adjustments for cancellations.

**Total tax balances is the sum of current and delinquent balances at June 30.

***Estimate

**REVENUE SUMMARY
PROPERTY TAX COMPUTATION & ANALYSIS**

2000-01 CONSTITUTIONAL OPERATING TAX LIMIT

The State Constitution, Article VIII, Section 10, limits the maximum amount of real property taxes that can be raised for operating purposes. The limit is two percent of the five-year average of full valuation of taxable real property. The total taxable assessed valuation for school purposes is the assessed value used for this calculation. The limit pertains to cities of 125,000 or more inhabitants, except New York City, which has a limit of two and one-half percent.

The levy subject to the limit is equal to the total tax levy (City and School) minus appropriations for debt service (with a few exceptions) and budgetary appropriations for which a period of probable usefulness has been determined by law (Cash Capital).

The State Constitution also limits the maximum amount of real property taxes raised for debt service. This is described within the Capital section of the City Budget.

<u>Fiscal Year</u>	<u>Assessed Value</u>	<u>Equalization Ratio</u>	<u>Full Assessed Valuation</u>
2001-02	4,788,936,438	103.74	4,616,287,293
2000-01	4,802,406,549	101.86	4,714,712,889
1999-2000	5,044,245,543	106.03	4,757,375,783
1998-99	5,072,604,915	99.3	5,108,363,459
1997-98	5,120,346,564	101.15	5,062,132,045
	Five Year Total		24,258,871,469
	Five Year Average		4,851,774,294
	Constitutional Percentage		0.02
	Constitutional Limit		97,035,486

CONSTITUTIONAL TAX LIMIT & MARGIN 1991-92 TO 2000-01

The following table contains the historical trend of the City's tax limit for operating purposes and the amount of the limit used. The amount of limit used is calculated by adding City and School operating levies and then subtracting Water Fund debt service. The tax margin is calculated by subtracting the amount used from the limit.

<u>Fiscal Year</u>	<u>Limit</u>	<u>Amount Used</u>	<u>Tax Margin</u>
2001-02	97,035,486	58,367,268	38,668,218
2000-01	99,609,567	51,975,217	47,634,350
1999-2000	107,132,525	59,073,650	48,058,875
1998-99	131,836,106	64,461,526	67,374,580
1997-98	127,018,640	79,418,423	47,600,217
1996-97	123,743,096	79,065,001	44,678,095
1995-96	125,036,941	96,597,775	28,439,166
1994-95	153,694,935	93,420,870	60,274,065
1993-94	160,278,051	99,812,342	60,465,709
1992-93	147,702,327	96,724,156	50,978,171

REVENUE SUMMARY
APPLICATION OF REVENUE BY UNIT

Beginning on the next page is an informational display of revenues for each major department or unit and the major category of revenue by fund. This display distributes revenues to the department to which they are most closely related. In this fashion, a sense of the overall revenue level for a given function can be approximated.

REVENUE SUMMARY

APPLICATION OF REVENUE BY UNIT

	Council and Clerk	Administration	Law	Finance	Community Development	Economic Development	Environmental Services	ECD
<u>General Fund</u>								
Property Tax								
Other Taxes	0	0	0	0	0	0	5,219,200	0
Departmental Income	10,500	112,200	0	340,900	142,100	11,900	587,600	900
Use of Money and Property	0	0	0	100,000	101,100	0	0	0
Fines and Forfeiture	0	600,000	0	873,800	0	0	0	0
Licenses and Permits	89,900	175,900	0	0	1,026,000	0	260,800	0
Sale of Property & Comp.	0	11,600	80,000	112,000	600,000	0	41,900	0
Miscellaneous	0	206,200	147,500	0	0	0	0	0
Intergovernmental-State	0	0	0	78,500	0	0	2,465,400	0
Intergovernmental-Federal	0	109,700	165,000	246,000	2,450,100	1,267,000	391,400	0
Intergovernmental-Other	0	0	0	0	350,000	0	2,285,300	9,188,600
Interfund Revenue	<u>340,200</u>	<u>1,148,300</u>	<u>608,100</u>	<u>1,576,900</u>	<u>13,800</u>	<u>388,500</u>	<u>6,205,600</u>	<u>0</u>
Total General Fund	440,600	2,363,900	1,000,600	3,328,100	4,683,100	1,667,400	17,457,200	9,189,500
<u>Animal Control Fund</u>								
Property Tax								
Departmental Income								
Fines and Forfeiture								
Miscellaneous								
Total Animal Control Fund								
<u>Library Fund</u>								
Property Tax								
Departmental Income								
Intergovernmental-State								
Intergovernmental-Other								
Transfer/Retirement Reserve								
Total Library Fund								
<u>Local Works Fund</u>								
Departmental Income							11,517,300	
Use of Money and Property							319,300	
Intergovernmental-State							31,700	
Transfer/Retirement Reserve							<u>9,400</u>	
Total Local Works Fund							11,877,700	
<u>Water Fund</u>								
Departmental Income							29,142,400	
Use of Money and Property							1,423,900	
Miscellaneous							277,300	
Transfer/Premium & Interest							407,400	
Transfer/Retirement Reserve							39,600	
Appropriation of Fund Balance							<u>693,700</u>	
Total Water Fund							31,984,300	
<u>War Memorial Fund</u>								
Property Tax								
Departmental Income								
Use of Money and Property								
Intergovernmental-Other								
Transfer/Premium & Interest								
Transfer/Retirement Reserve								
Total War Memorial Fund								
<u>Parking Fund</u>								
Departmental Income						5,565,100	142,200	
Use of Money and Property						63,300		
Fines and Forfeiture						218,500		
Miscellaneous						248,900		
Transfer/Retirement Reserve						<u>800</u>		
Total Parking Fund						6,096,600	142,200	
<u>Cemetery Fund</u>								
Property Tax								
Departmental Income								
Use of Money & Property								
Transfer/Retirement Reserve								
Appropriation of Fund Balance								
Total Cemetery Fund								
<u>Public Market Fund</u>								
Property Tax								
Departmental Income								
Use of Money and Property								
Transfer/Retirement Reserve								
Total Public Market Fund								
<u>Refuse Fund</u>								
Departmental Income							18,990,000	
Use of Money & Property							161,800	
Miscellaneous							17,300	
Transfer/Retirement Reserve							37,500	
Appropriation of Fund Balance							<u>1,469,600</u>	
Total Refuse Fund							20,676,200	
TOTAL ALL FUNDS	440,600	2,363,900	1,000,600	3,328,100	4,683,100	7,764,000	82,137,600	9,189,500

REVENUE SUMMARY APPLICATION OF REVENUE BY UNIT

<u>Police</u>	<u>Fire</u>	<u>Library</u>	<u>Parks, Rec. & Human Serv.</u>	<u>Undistributed</u>	<u>Debt</u>	<u>Total Applied</u>	<u>General Revenue</u>	<u>Total Revenue</u>	
						0	109,227,000	109,227,000	<u>General Fund</u>
0	0		0	0	0	5,219,200	141,618,500	146,837,700	Property Tax
1,006,100	414,400		1,076,500	479,400	0	4,182,500	200	4,182,700	Other Taxes
0	0		32,500	0	0	233,600	2,562,800	2,796,400	Departmental Income
2,931,200	0		0	0	0	4,405,000	1,600	4,406,600	Use of Money and Property
107,500	0		0	0	0	1,660,100		1,660,100	Fines and Forfeiture
264,000	0		0	0	0	1,109,500		1,109,500	Licenses and Permits
0	0		0	172,400	0	526,100	4,642,900	5,169,000	Sale of Property & Comp.
916,200	70,000		331,900	0	0	3,862,000	64,401,900	68,263,900	Miscellaneous
1,675,200	280,000		948,200	0	0	7,532,600		7,532,600	Intergovernmental-State
923,700	0		835,000	0	0	13,582,600	440,000	14,022,600	Intergovernmental-Federal
<u>140,000</u>	<u>380,000</u>		<u>32,300</u>	<u>217,800</u>	<u>2,639,600</u>	<u>13,691,100</u>	<u>-122,559,300</u>	<u>-108,868,200</u>	Intergovernmental-Other
7,963,900	1,144,400	0	3,256,400	869,600	2,639,600	56,004,300	200,335,600	256,339,900	Interfund Revenue
						0	1,020,900	1,020,900	<u>Animal Control Fund</u>
137,100						137,100		137,100	Property Tax
48,000						48,000		48,000	Departmental Income
<u>11,700</u>						<u>11,700</u>		<u>11,700</u>	Fines and Forfeiture
196,800						196,800	1,020,900	1,217,700	Miscellaneous
									Total Animal Control Fund
						0	4,824,800	4,824,800	<u>Library Fund</u>
			2,157,800			2,157,800		2,157,800	Property Tax
			903,500			903,500		903,500	Departmental Income
			7,400,000			7,400,000		7,400,000	Intergovernmental-State
			<u>15,400</u>			<u>15,400</u>		<u>15,400</u>	Intergovernmental-Other
			10,476,700			10,476,700	4,824,800	15,301,500	Transfer/Retirement Reserve
									Total Library Fund
						11,517,300		11,517,300	<u>Local Works Fund</u>
						319,300		319,300	Departmental Income
						31,700		31,700	Use of Money and Property
						<u>9,400</u>		<u>9,400</u>	Intergovernmental-State
						11,877,700		11,877,700	Transfer/Retirement Reserve
									Total Local Works Fund
						29,142,400		29,142,400	<u>Water Fund</u>
						1,423,900		1,423,900	Departmental Income
						277,300		277,300	Use of Money and Property
						407,400		407,400	Miscellaneous
						39,600		39,600	Transfer/Premium & Interest
						<u>693,700</u>		<u>693,700</u>	Transfer/Retirement Reserve
						31,984,300		31,984,300	Appropriation of Fund Balance
									Total Water Fund
							603,300	603,300	<u>War Memorial Fund</u>
			1,645,500			1,645,500		1,645,500	Property Tax
			11,700			11,700		11,700	Departmental Income
			950,200			950,200		950,200	Use of Money and Property
			300,000			300,000		300,000	Intergovernmental-Other
			<u>600</u>			<u>600</u>		<u>600</u>	Transfer/Premium & Interest
			2,908,000			2,908,000	603,300	3,511,300	Transfer/Retirement Reserve
									Total War Memorial Fund
						5,707,300		5,707,300	<u>Parking Fund</u>
						63,300		63,300	Departmental Income
						218,500		218,500	Use of Money and Property
						248,900		248,900	Fines and Forfeiture
						<u>800</u>		<u>800</u>	Miscellaneous
						6,238,800		6,238,800	Transfer/Retirement Reserve
									Total Parking Fund
							341,300	341,300	<u>Cemetery Fund</u>
			1,112,200			1,112,200		1,112,200	Property Tax
			273,700			273,700		273,700	Departmental Income
			2,000			2,000		2,000	Use of Money & Property
			<u>150,000</u>			<u>150,000</u>		<u>150,000</u>	Transfer/Retirement Reserve
			1,537,900			1,537,900	341,300	1,879,200	Appropriation of Fund Balance
									Total Cemetery Fund
							270,800	270,800	<u>Public Market Fund</u>
			468,100			468,100		468,100	Property Tax
			5,300			5,300		5,300	Departmental Income
			<u>900</u>			<u>900</u>		<u>900</u>	Use of Money and Property
			474,300			474,300	270,800	745,100	Transfer/Retirement Reserve
									Total Public Market Fund
						18,990,000		18,990,000	<u>Refuse Fund</u>
						161,800		161,800	Departmental Income
						17,300		17,300	Use of Money & Property
						37,500		37,500	Miscellaneous
						<u>1,469,600</u>		<u>1,469,600</u>	Transfer/Retirement Reserve
						20,676,200	0	20,676,200	Appropriation of Fund Balance
									Total Refuse Fund
<u>8,160,700</u>	<u>1,144,400</u>	<u>10,476,700</u>	<u>8,176,600</u>	<u>869,600</u>	<u>2,639,600</u>	<u>142,375,000</u>	<u>207,396,700</u>	<u>349,771,700</u>	TOTAL ALL FUNDS

**EXPENDITURE SUMMARY
SUMMARY OF EXPENDITURE CHANGES**

PROPOSED BUDGET

EXPENSE CHANGES – HIGHLIGHTS

The Mayor's Proposed Budget increases expenditures \$10,231,100 or 3.01% over the 2000-01 Budget. Highlights of the changes that produce this variance are noted in the following display. Details of these and other expense changes are found in Tabs 4 through 14 of this document.

MAJOR PROPOSED INCREASES

- | | |
|--|-----------|
| ● Wage and salary increases in accordance with current labor agreements, a provision for an adjustment for a contract presently in negotiation, and an allocation for other unforeseen contingencies | 8,069,600 |
| ● Medical coverage for current and retired employees in accordance with rate increases by third party insurers | 4,805,800 |
| ● Employer's retirement contribution in accordance with rates projected by the New York State and Local Government Employee Retirement System | 2,532,200 |
| ● Infrastructure investments to facilitate housing development in Center City, the east side, and along the Genesee River | 1,915,000 |
| ● Quality of life-enhancing initiatives, including increased staffing of NET offices, enhanced enforcement of zoning, adult business, and animal control ordinances, and increased cleaning of vacant lots | 1,061,000 |
| ● A contingent allocation for a severe or persistent Winter storm season | 820,000 |

36 full time positions are added to support these and other initiatives detailed in the Proposed Budget.

MAJOR PROPOSED DECREASES

- | | |
|--|-----------|
| ● Scheduled and management-initiated fluctuations in motor equipment replacement allocations | 5,231,000 |
| ● One-time capital and grant funded expenditures are concluded | 4,308,700 |
| ● Efficiencies are realized through prior year capital investments, utility management, work restructuring, and productivity | 2,902,800 |
| ● City and third-party imposed budget constraints, including reductions at Central Library, the discontinuation of equipment replacement pre-funding, and widely distributed administrative and clerical support | 894,500 |

EXPENDITURE SUMMARY
SUMMARY OF EXPENDITURE CHANGES

Year-to-Year Comparison

Budget	<u>2000-01</u>			<u>2001-02</u>		<u>Change</u>
	339,540,600			349,771,700		10,231,100
Salary & Wage	General	Vacancy				
<u>Adjustment</u>	<u>Inflation</u>	<u>Chargebacks</u>	<u>Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
3,584,600	642,400	412,100	-40,900	-14,900	5,647,800	10,231,100
	<u>Budget</u>	<u>Budget</u>			<u>Change</u>	<u>Percent</u>
	<u>2000-01</u>	<u>2001-02</u>			<u>Change</u>	<u>Change</u>
City Council and Clerk Administration:	1,353,900	1,378,100			24,200	1.8
Mayor's Office	2,175,600	2,359,400			183,800	8.4
NET	3,521,000	4,044,300			523,300	14.9
Budget & Efficiency	639,400	693,900			54,500	8.5
Human Resource Management	1,932,600	2,243,400			310,800	16.1
Communications	705,200	719,500			14,300	2.0
Law	1,744,200	1,793,100			48,900	2.8
Finance	6,940,800	7,247,700			306,900	4.4
Community Development	5,489,200	5,589,600			100,400	1.8
Economic Development	4,526,600	4,451,100			-75,500	-1.7
Environmental Services	64,884,200	66,551,700			1,667,500	2.6
Emergency Communications	7,879,700	7,929,900			50,200	0.6
Police	56,037,900	56,134,900			97,000	0.2
Fire	33,382,200	35,887,500			2,505,300	7.5
Library	11,678,200	11,569,000			-109,200	-0.9
Parks, Recreation and Human Services	17,704,300	17,949,000			244,700	1.4
Undistributed Expense	48,117,600	57,011,400			8,893,800	18.5
Contingency	1,378,500	5,305,000			3,926,500	284.8
Cash Capital	32,875,700	23,771,000			-9,104,700	-27.7
Debt Service	<u>36,573,800</u>	<u>37,142,200</u>			<u>568,400</u>	1.6
TOTAL	339,540,600	349,771,700			10,231,100	3.0

**EXPENDITURE SUMMARY
SUMMARY OF APPROPRIATIONS**

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
City Council and Clerk	1,382,696	1,343,300	1,353,900	1,378,100
Administration				
Mayor's Office	2,044,830	2,097,000	2,175,600	2,359,400
NET	3,283,033	3,332,400	3,521,000	4,044,300
Budget & Efficiency	646,968	580,800	639,400	693,900
Human Resource Management	1,938,493	1,830,700	1,932,600	2,243,400
Communications	681,033	699,200	705,200	719,500
Law Department	<u>1,618,334</u>	<u>1,696,500</u>	<u>1,744,200</u>	<u>1,793,100</u>
	10,212,691	10,236,600	10,718,000	11,853,600
Finance				
Director's Office	567,871	648,800	641,200	583,900
Accounting	837,001	844,100	856,700	882,800
Treasury	1,471,557	1,555,900	1,517,500	1,678,000
Assessment	985,593	890,300	934,400	962,800
Parking & Municipal Violations	661,309	689,400	774,500	797,900
Purchasing	783,245	775,300	842,400	863,600
Information Systems	2,074,644	2,080,800	2,174,100	2,339,600
Less: Intrafund Credit	<u>704,800</u>	<u>796,200</u>	<u>800,000</u>	<u>860,900</u>
	6,676,420	6,688,400	6,940,800	7,247,700
Community Development				
Office of the Commissioner	429,053	834,700	842,800	461,600
Neighborhood Initiatives	0	0	0	399,600
Buildings & Zoning	2,057,533	2,155,400	2,153,400	2,183,800
Housing & Project Development	1,974,417	2,028,400	2,041,000	2,086,700
Planning	<u>784,476</u>	<u>428,800</u>	<u>452,000</u>	<u>457,900</u>
Total	5,245,479	5,447,300	5,489,200	5,589,600
Economic Development	3,925,113	4,305,100	4,526,600	4,451,100
Environmental Services				
Office of the Commissioner	2,758,499	2,830,600	2,828,200	3,290,600
Architecture & Engineering	3,520,709	3,643,700	3,695,200	3,718,500
Operations	31,271,085	33,186,500	32,349,500	33,489,800
Water & Lighting	24,152,997	22,991,300	23,778,900	23,212,200
Equipment Services	6,035,381	6,092,700	5,802,400	6,136,400
Less: Intrafund Credit	<u>4,105,549</u>	<u>3,088,300</u>	<u>3,570,000</u>	<u>3,295,800</u>
	63,633,122	65,656,500	64,884,200	66,551,700
Emergency Communications	7,587,688	7,730,300	7,879,700	7,929,900
Police	53,272,228	55,181,500	56,037,900	56,134,900
Fire	33,004,845	33,776,400	33,382,200	35,887,500
Library				
Central Library	8,717,630	8,908,500	8,912,300	8,755,900
Community Library	<u>2,619,922</u>	<u>2,668,800</u>	<u>2,765,900</u>	<u>2,813,100</u>
	11,337,552	11,577,300	11,678,200	11,569,000

EXPENDITURE SUMMARY
SUMMARY OF APPROPRIATIONS

1-37

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
Parks, Recreation & Human Services				
Office of the Commissioner	1,715,095	1,805,900	1,823,500	1,890,900
Parks and Recreation	8,330,171	9,429,900	9,433,900	9,693,900
Special Services	4,724,700	4,045,500	4,060,400	4,189,800
Human Services	<u>2,456,718</u>	<u>2,253,400</u>	<u>2,386,500</u>	<u>2,174,400</u>
	17,226,684	17,534,700	17,704,300	17,949,000
Undistributed	41,447,699	48,069,800	48,193,500	57,090,500
Less: Intrafund Credit	<u>67,871</u>	<u>92,700</u>	<u>75,900</u>	<u>79,100</u>
	41,379,828	47,977,100	48,117,600	57,011,400
Contingency	0	1,378,500	1,378,500	5,305,000
CAPITAL				
Cash Capital	36,867,300	32,875,700	32,875,700	23,771,000
Debt Service	<u>37,481,900</u>	<u>36,573,800</u>	<u>36,573,800</u>	<u>37,142,200</u>
	74,349,200	69,449,500	69,449,500	60,913,200
TOTAL	329,233,546	338,282,500	339,540,600	349,771,700

**EXPENDITURE SUMMARY
SUMMARY BY MAJOR OBJECT OF EXPENSE**

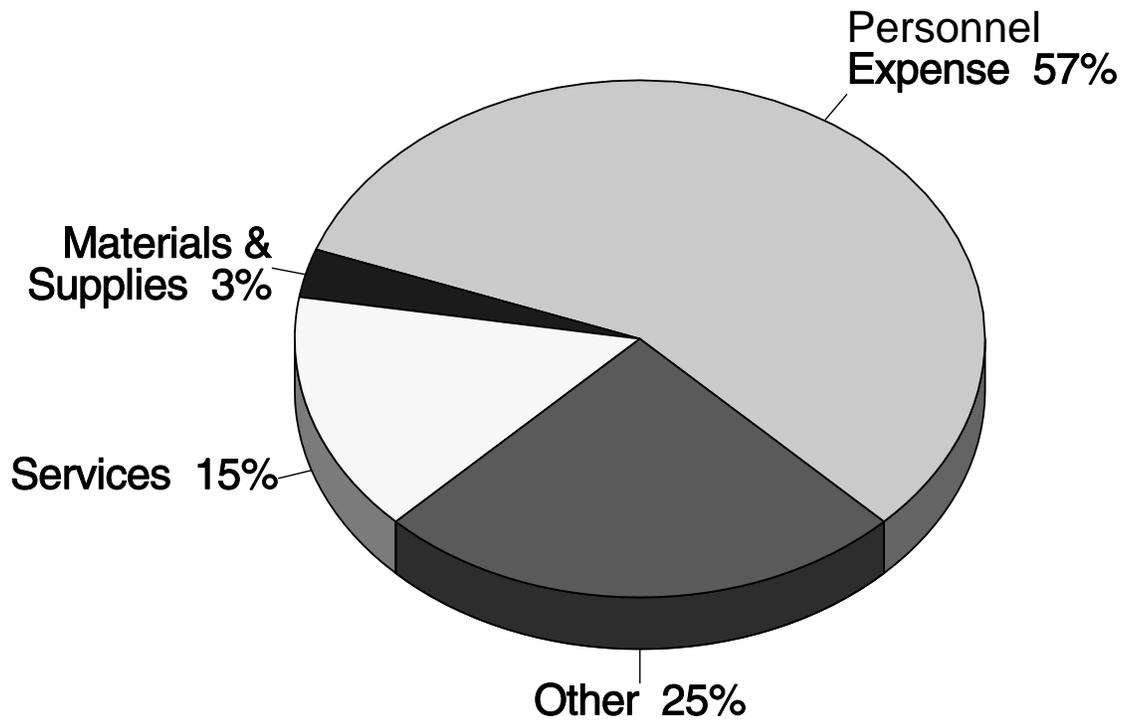
	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
PERSONNEL EXPENSES				
City Council and Clerk	1,154,693	1,136,600	1,152,700	1,183,600
Administration	7,468,454	7,402,000	7,807,300	8,734,600
Law	1,425,904	1,462,200	1,477,900	1,524,300
Finance	5,439,277	5,535,500	5,656,100	6,014,000
Community Development	4,715,288	4,884,500	4,890,700	4,985,400
Economic Development	1,492,480	1,650,300	1,766,800	1,815,600
Environmental Services	27,626,087	27,897,900	28,040,200	29,069,000
Emergency Communications	6,759,344	6,810,600	6,884,200	6,928,300
Police	46,800,104	49,896,900	50,284,500	50,830,900
Fire	31,433,424	31,911,200	31,507,800	33,479,600
Library	8,528,113	8,566,200	8,689,900	8,632,900
Parks, Recreation and Human Services	9,360,582	9,357,200	9,505,600	9,520,700
Undistributed	<u>29,083,078</u>	<u>32,554,300</u>	<u>33,381,900</u>	<u>40,072,800</u>
	181,286,828	189,065,400	191,045,600	202,791,700
MATERIALS AND SUPPLIES				
City Council and Clerk	7,055	8,000	8,000	8,000
Administration	104,426	114,500	122,800	132,900
Law	46,411	47,600	48,400	52,500
Finance	188,149	183,100	213,000	206,600
Community Development	46,615	38,500	39,500	52,100
Economic Development	32,797	34,900	25,000	38,500
Environmental Services	5,442,490	5,777,670	5,473,800	5,978,000
Emergency Communications	80,551	111,500	126,500	129,500
Police	799,782	883,000	994,900	895,600
Fire	496,681	581,350	590,500	803,000
Library	974,723	1,056,600	1,069,600	1,024,100
Parks, Recreation & Human Services	<u>645,657</u>	<u>603,700</u>	<u>590,000</u>	<u>578,500</u>
	8,865,337	9,440,420	9,302,000	9,899,300
SERVICES				
City Council and Clerk	220,948	198,700	193,200	186,500
Administration	1,021,477	1,023,600	1,043,700	1,193,000
Law	146,019	186,700	217,900	216,300
Finance	1,753,794	1,766,000	1,871,700	1,888,000
Community Development	483,576	524,300	559,000	552,100
Economic Development	2,399,836	2,556,200	2,734,800	2,597,000
Environmental Services	28,513,154	28,713,030	28,537,300	28,662,000
Emergency Communications	747,793	808,200	869,000	872,100
Police	5,672,342	4,401,600	4,758,500	4,408,400
Fire	1,074,740	1,283,850	1,283,900	1,604,900
Library	1,834,716	1,894,900	1,713,700	1,852,000
Parks, Recreation & Human Services	7,192,005	7,541,600	7,579,700	7,816,800
Capital	<u>39,332</u>	<u>39,400</u>	<u>39,400</u>	<u>39,400</u>
	51,099,732	50,938,080	51,401,800	51,888,500

EXPENDITURE SUMMARY
SUMMARY BY MAJOR OBJECT OF EXPENSE

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
OTHER				
Economic Development	0	63,700	0	0
Environmental Services	6,156,940	6,356,200	6,402,900	6,138,500
Library	0	59,600	205,000	60,000
Parks, Recreation & Human Services	28,440	32,200	29,000	33,000
Undistributed	12,364,621	15,515,500	14,811,600	17,017,700
Contingency	0	1,378,500	1,378,500	5,305,000
Capital	<u>74,309,868</u>	<u>69,410,100</u>	<u>69,410,100</u>	<u>60,873,800</u>
	92,859,869	92,815,800	92,237,100	89,428,000
LESS: INTRAFUND CREDITS	4,878,220	3,977,200	4,445,900	4,235,800
Total	329,233,546	338,282,500	339,540,600	349,771,700

EXPENDITURE SUMMARY
SUMMARY BY MAJOR OBJECT OF EXPENSE

SUMMARY BY MAJOR OBJECT



Note: Does not reflect intrafund credits

**EXPENDITURE SUMMARY
SUMMARY OF BUDGET AMENDMENTS**

The adopted budget may, under certain circumstances, be amended by City Council. Upon written recommendation of the Mayor, City Council may transfer unencumbered balances from one department to another. The transfer is done by passage of an ordinance, which can amend multiple budgets.

Examples of amendments are the transfer from Contingency to the departments for purposes of a wage settlement and the transfer of funds from a department with a surplus to one with a deficit. In addition, revenues from any source other than the property tax can be appropriated by City Council upon recommendation of the Mayor. Usually, this occurs upon receipt of a grant and entails increasing both expense and the offsetting revenue.

The summaries that follow present 2000-01 Budget amendments by department and by individual ordinance, which indicates the appropriation of additional revenue.

	<u>Approved Budget</u>	<u>Amended Budget</u>	<u>Change</u>	<u>Ordinances</u>
City Council & Clerk Administration:	1,338,900	1,353,900	15,000	2000-329
Mayor's Office	2,165,600	2,175,600	10,000	2000-384
NET	3,415,500	3,521,000	105,500	2001-11, 2001-78, 2001-92
Budget & Efficiency	639,400	639,400	0	
Human Resource				
Management	1,907,600	1,932,600	25,000	2000-386
Communications	705,200	705,200	0	
Law	1,744,200	1,744,200	0	
Finance	6,865,800	6,940,800	75,000	2000-288
Community Development	5,442,000	5,489,200	47,200	2001-27
Economic Development	4,526,600	4,526,600	0	
Environmental Services	64,872,200	64,884,200	12,000	2000-289
Emergency Communications	7,879,700	7,879,700	0	
Police	52,533,800	56,037,900	3,504,100	2000-275, 2000-318, 2000-319, 2000-320, 2000-334, 2000-378 2000-384, 2001-57, 2001-92
Fire	31,007,200	33,382,200	2,375,000	2000-343, 2001-92
Library	11,621,100	11,678,200	57,100	2000-383, 2001-92
Parks, Recreation & Human Services	17,639,700	17,704,300	64,600	2000-317, 2001-13, 2001-42, 2001-53
Undistributed Expense	46,691,300	48,117,600	1,426,300	2000-386, 2001-92
Contingency	8,453,400	1,378,500	-7,074,900	2001-92
Cash Capital	32,230,500	32,875,700	645,200	2000-274, 2000-275, 2000-332, 2000-342, 2000-383, 2001-2, 2001-57
Debt Service	<u>36,573,800</u>	<u>36,573,800</u>	<u>0</u>	
	338,253,500	339,540,600	1,287,100	

**EXPENDITURE SUMMARY
SUMMARY OF BUDGET AMENDMENTS**

<u>Ordinance</u>	<u>Purpose</u>	<u>Amount</u>	<u>Department</u>
2000-274	Livable Communities Program	50,000 *	Capital
2000-275	Weed & Seed Program	25,000 <u>25,000</u> 50,000 *	Police Capital
2000-288	New York State Archives and Records Administration Grant	75,000 *	Finance
2000-289	Maintenance of High Falls Festival Site	12,000 *	Environmental Services
2000-317	Teen Pregnancy Prevention Grant	9,600 *	Parks, Rec. & Human Services
2000-318	Underage Tobacco Enforcement Program	8,000 *	Police
2000-319	Seat Belt Enforcement Program	50,000 *	Police
2000-320	Operation Clean spot	40,000 *	Police
2000-329	Disaster Recovery Plan Development	15,000 *	City Council & Clerk
2000-332	Genesee Valley Park Improvements	50,000 *	Capital
2000-334	Safe Passages Program	25,000 *	Police
2000-342	311 Non-Emergency Reporting System	115,000 *	Capital
2000-343	Metropolitan Medical Response System	120,000 *	Fire
2000-378	STOP Violence Against Women Program	48,300 *	Police
2000-383	Rundel Library Foundation and New York State Special Legislative Grants	15,000 5,000 20,000 *	Library Capital
2000-384	Operation Safe Home Program	10,000 -10,000 0	Administration/Mayor's Office Police
2000-386	Employee Suggestion Program	25,000 -25,000 0	Administration/Human Resource Management Undistributed
2001-2	Resident Project Inspection Services for the Hemlock Tunnel Access Rehabilitation Project	315,000 *	Capital

MULTI-YEAR PROJECTION

<u>Ordinance</u>	<u>Purpose</u>	<u>Amount</u>	<u>Department</u>
2001-11	Maplewood-Edgerton Toy Library	5,000 *	Administration/NET
2001-13	Grant Writer For Rochester Cemeteries Heritage Foundation	15,000 *	Parks, Rec. & Human Services
2001-27	New York Historical Preservation Grant for Historical Resources Survey	47,200 *	Community Development
2001-42	City Parks Forum Grant	35,000 *	Parks, Rec. & Human Services
2001-53	Freedom Trail Grant	5,000	* Parks, Rec. & Human Services
2001-57	Appropriation of Forfeiture Funds	85,200 81,800 167,000 *	Capital Police
2001-78	Toy Library Grant	10,000 *	Administration/NET
2001-92	Wage Settlement	2,210,000 3,021,100 42,100 1,227,300 -6,500,500	Fire Police Library Undistributed Contingency
	Unplanned Expenses	167,500 -167,500	Police Contingency
	Additional Resources	90,500 16,900 -107,400	Administration/NET Undistributed Contingency
	Time Bank Buyout	200,000 -200,000	Undistributed Contingency
	Uniformed Command Compensation	47,400 45,000 7,100 <u>-99,500</u>	Police Fire Undistributed Contingency
		0	

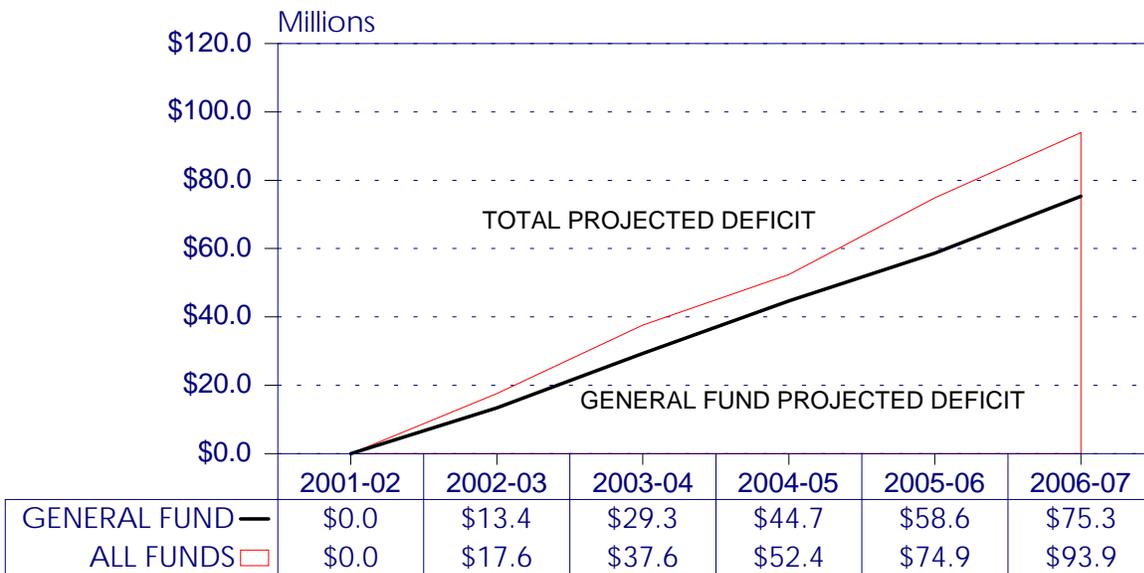
*Appropriation of additional revenue

Introduction

The multi-year projection is a forecast of revenues and expenditures for City purposes only. It does not include a forecast for the City School District.

The multi-year projection is not a prediction of future events. Instead, the projection illustrates the City's fiscal condition over the next five years based on existing trends and specified assumptions. As indicated in forecast below, a gap for all funds of approximately \$17.6 million is expected for 2002-03. This gap accumulates to \$93.9 million in 2006-2007.

PROJECTED CITY BUDGET DEFICIT



REVENUE

Property Tax

In recognition of the unusually high property tax burden that City taxpayers currently bear, and to stay competitive with other residential and commercial locations, the multi-year projection assumes a constant property tax level.

Sales Tax

A sales tax rate of 8% is assumed, with distributions according to the current formula. The taxable sales growth rate assumed is 2% per year for 2002-03 through 2006-07.

City School District

The City revenue allocation to the City School District is assumed constant at \$127,300,000.

Intergovernmental

The following actions are assumed of the Federal Government:

- Continuation of the Community Development Block Grant adjusted for inflationary impact.

The following actions are assumed of the New York State Government:

- General Purpose State aid is assumed constant.
- Continuation of categorical and miscellaneous aid programs that were included in the New York State's 2001-02 budget (i.e. Consolidated Highway Improvement Program funds).

The following actions are assumed of Monroe County:

- Continued funding, including recovery of inflationary cost increases, of the emergency communications system.
- Continued funding of a portion of downtown police services.

Fees and Enterprise Revenues

The multi-year projection assumes no change in all major service charges (water, refuse collection, front foot assessment). No parking rate increase is assumed.

Other Revenues

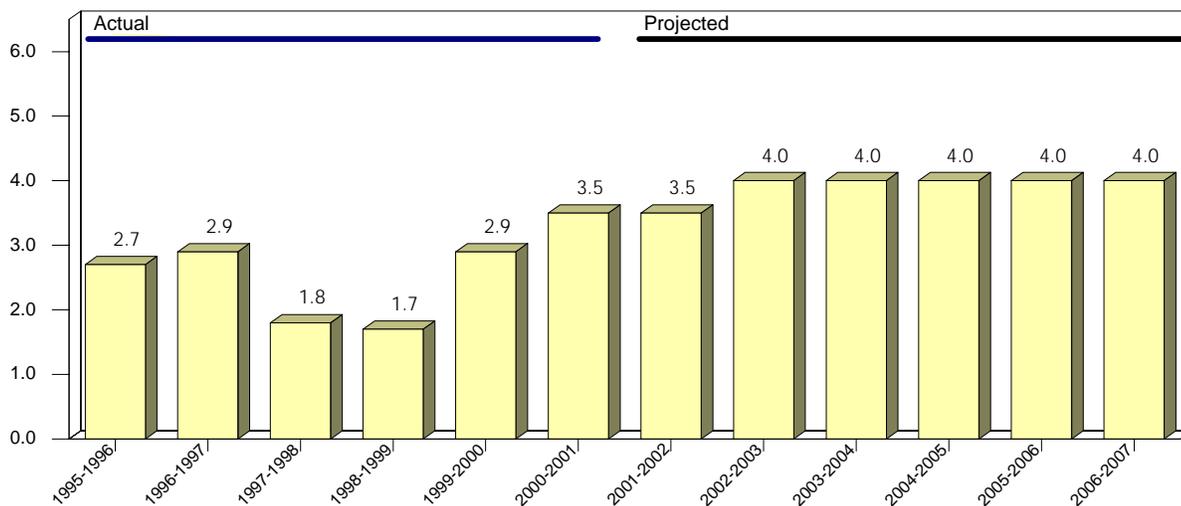
The multi-year projection assumes the appropriation of \$3.2 million General Fund surplus in 2002-03, and \$0 thereafter. The transfer of funds from the retirement reserve is anticipated to fund only the retirement debt service. The projected transfer from the Premium and Interest Fund is assumed constant.

MULTI-YEAR PROJECTION MAJOR ASSUMPTIONS & TRENDS

EXPENSE

Inflation is responsible for the most significant pressure on projected expenditures. The Consumer Price Index (CPI) is projected to increase 3.5% in 2001-02, 4.0% in 2002-03 and for each year thereafter. The effects of inflation on the operating budget are direct and immediate, resulting in increased costs for employee wages and salaries, construction projects, materials, and other services. Cost increases based on expected inflation rates and current labor agreements are reflected in the multi-year expense projection.

MULTI-YEAR INFLATION RATES



The multi-year projection assumes a constant level of services. Only programmatic and service changes currently known are recognized. The constant services approach does not take into account changes in the demand for service.

Expenditure forecasts for Cash Capital and Debt Service are based on the City's 2002-2006 Capital Improvement Program.

Retirement expense reflects projections based on the most recent information from the New York State Retirement System. Projections for active employee hospitalization and medical insurance assume 20% in 2002-03 and each year thereafter. Projections for retiree hospitalization and medical insurance assume 20% in 2002-03 and each year thereafter. An annual \$1,000,000 contribution to the insurance reserve is projected to begin in 2002-03. The projected debt service reflects projects in the Capital Improvement Program.

CLOSING THE GAP

A funding gap is anticipated for each year of the projection. Since New York State Law requires that municipalities prepare balanced budgets, it is necessary that actions be taken to eliminate the gap. Actions are likely to be combinations of the revenue and expenditure options listed below.

Revenue Options

Because adjustments to existing taxes (except property taxes) have been included in the projection, revenue options are limited to the following:

- Intergovernmental aid increase.
- New tax authorizations.
- Property tax increase.
- Service charge increase.

Expenditure Options

Three actions provide the major expenditure options to eliminate the gap:

- Improve productivity – Through improved use of technological advances and innovative management techniques, cost reductions can be realized without reducing service levels.
- Reduce service – If the options above are not sufficient to eliminate the funding gap, service reductions or eliminations will be required.
- Consolidate services with other units of government.

FUND ACCOUNTING

In accordance with generally accepted accounting principles, the City records financial transactions of its operations in various funds, each of which is a separate entity. Funds that do not generate sufficient revenues from operations are supported by property tax revenue. Following is a description of the funds and a table summarizing transactions in these funds during 2000-01.

GENERAL FUND

This is Rochester's principal fund and includes all operations not contained in other funds.

WAR MEMORIAL FUND

This fund includes the Blue Cross Arena at the Rochester War Memorial operations.

ANIMAL CONTROL FUND

This fund includes the operation of Animal Control. Under Article 7 of the Agriculture and Markets Law, licensing and impoundment fees, fines and penalties are deposited in this fund and are used solely for animal control purposes.

PARKING FUND

This fund includes operations of Rochester's parking garages, lots, and meters.

LIBRARY FUND

This fund includes operations of the Central and Community libraries. Under Section 259 of the Education Law, all moneys received from taxes or other public sources for library purposes are to be maintained in a separate fund.

CEMETERY FUND

This fund includes operations of Mt. Hope and Riverside Cemeteries.

LOCAL WORKS FUND

This fund includes street cleaning, roadway plowing and salting, sidewalk plowing, and hazardous sidewalk replacement. Revenues are derived primarily from front footage charges to property owners for services rendered.

PUBLIC MARKET FUND

This fund includes the operations of Rochester's Public Markets.

WATER FUND

This fund includes water production, treatment, and distribution.

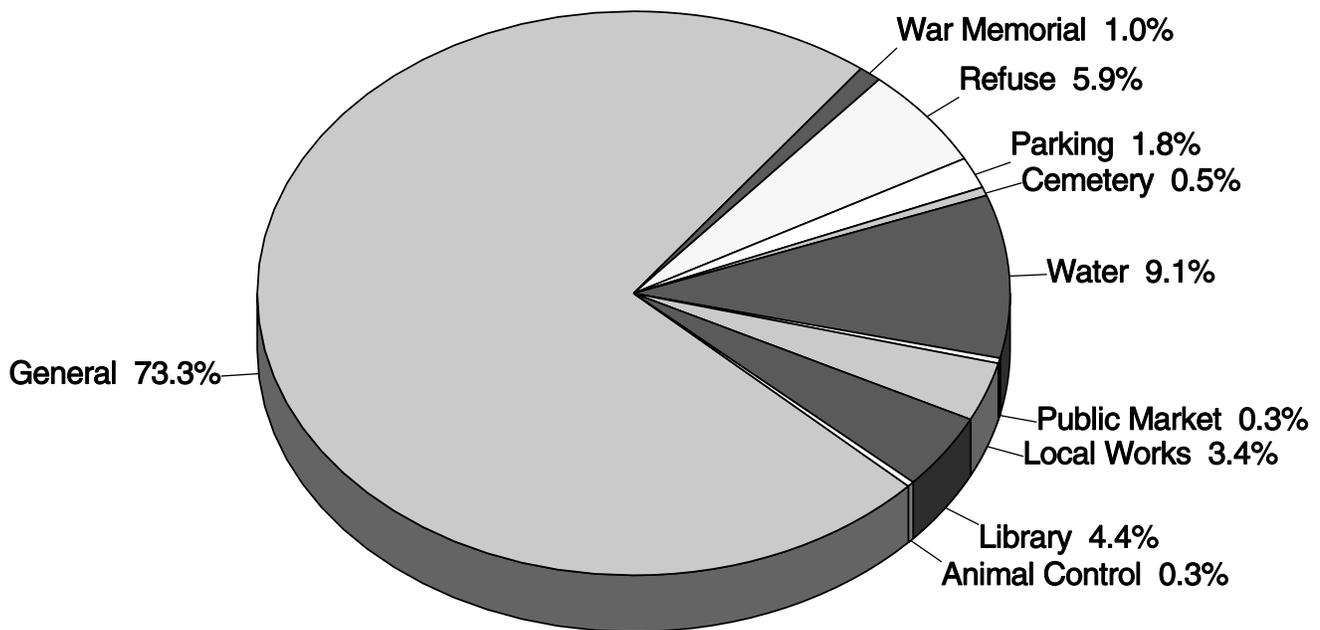
REFUSE FUND

This fund includes refuse collection and disposal operations.

FUND SUMMARY

	<u>General</u>	<u>Animal Control</u>	<u>Library</u>	<u>Local Works</u>	<u>Water</u>	<u>War Memorial</u>	<u>Parking</u>	<u>Cemetery</u>	<u>Public Market</u>	<u>Refuse</u>	<u>Total</u>
<u>Expense</u>											
City Council and Clerk	1,378,100										1,378,100
Administration	10,060,500										10,060,500
Law	1,793,100										1,793,100
Finance	7,247,700										7,247,700
Community Development	5,589,600										5,589,600
Economic Development	2,138,400						2,312,700				4,451,100
Environmental Services	23,992,400			7,450,800	18,992,100		147,400			15,969,000	66,551,700
Emergency Communications	7,929,900										7,929,900
Police	55,149,000	985,900									56,134,900
Fire	35,887,500										35,887,500
Library			11,569,000								11,569,000
Parks, Recreation & Human Services	15,150,900					1,013,600		1,416,400	368,100		17,949,000
Undistributed Expenses	47,466,000	231,800	2,095,300	1,679,500	2,039,900	80,000	394,300	309,800	34,200	2,680,600	57,011,400
Contingency	4,485,000			820,000							5,305,000
Cash Capital	14,790,000		537,000	1,918,000	3,701,000	116,000	601,000	151,000		1,957,000	23,771,000
Debt Service	23,281,800		1,100,200	9,400	7,251,300	2,301,700	2,783,400	2,000	342,800	69,600	37,142,200
Total	256,339,900	1,217,700	15,301,500	11,877,700	31,984,300	3,511,300	6,238,800	1,879,200	745,100	20,676,200	349,771,700
<u>Revenue</u>											
Property Tax	109,227,000	1,020,900	4,824,800			603,300		341,300	270,800		116,288,100
Other Taxes	146,837,700										146,837,700
Departmental Income	4,182,700	95,300	2,157,800	11,517,300	30,446,400	1,645,500	5,707,300	1,112,200	468,100	18,990,000	76,322,600
Use of Money and Property	2,796,400			319,300	119,900	11,700	63,300	273,700	5,300	161,800	3,751,400
Fines and Forfeiture	4,406,600	48,000					218,500				4,673,100
Licenses and Permits	1,660,100	41,800									1,701,900
Sale of Property & Compensation	1,109,500										1,109,500
Miscellaneous	5,169,000	11,700			277,300		248,900			17,300	5,724,200
Intergovernmental-State	68,263,900		903,500	31,700							69,199,100
Intergovernmental-Federal	7,532,600										7,532,600
Intergovernmental-Other	14,022,600		7,400,000			950,200					22,372,800
Interfund Revenue	-108,868,200										-108,868,200
Non-General Fund:											
Transfer/Retirement Reserve			15,400	9,400	39,600	600	800	2,000	900	37,500	106,200
Transfer/Premium & Interest					407,400	300,000					707,400
Appropriation of Fund Balance					693,700			150,000		1,469,600	2,313,300
Total	256,339,900	1,217,700	15,301,500	11,877,700	31,984,300	3,511,300	6,238,800	1,879,200	745,100	20,676,200	349,771,700

APPROPRIATIONS BY FUND



Note: Does not reflect intrafund credits

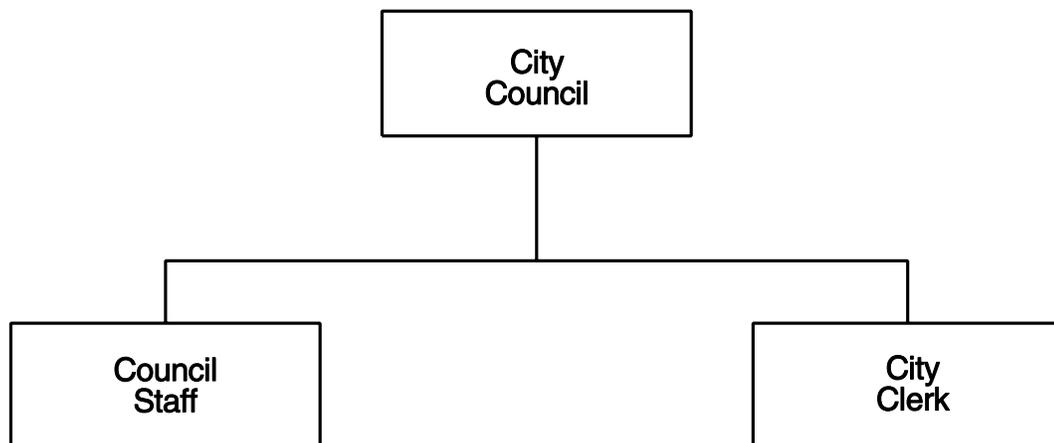
Purpose

The City Council governs the City through the enactment of local laws, ordinances, and resolutions. It has nine members elected to overlapping four year terms, with four elected from districts and five from the City at large. The President of City Council is elected by members of Council and presides over its meetings.

The Office of the City Clerk maintains official records of the proceedings of the City Council. It issues several types of licenses and administers compensation of City election inspectors.

Organization

The Department has two major units: City Council and the Office of the City Clerk.



Year-to-Year Comparison

<u>Activity</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>	<u>Change</u>	<u>Percent Change</u>
City Council	851,700	873,700	22,000	2.6%
Office of the City Clerk	251,200	249,700	-1,500	-0.6%
Licensing	116,200	119,900	3,700	3.2%
Elections	<u>134,800</u>	<u>134,800</u>	<u>0</u>	0.0%
Total	1,353,900	1,378,100	24,200	1.8%
Employee Years	27.3	27.3	0.0	0.0%

Change Detail

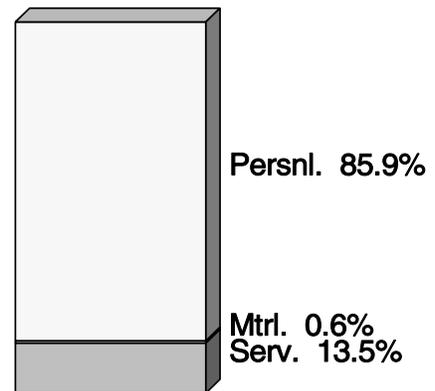
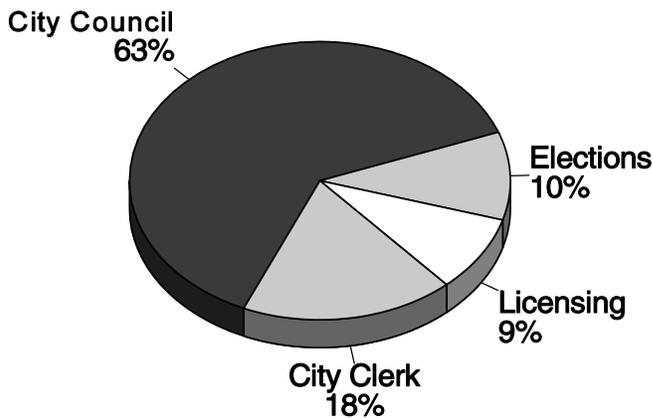
<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
30,900	4,000	900	0	3,400	-15,000	24,200

Major Change

One-time grant for the development of a disaster recovery plan for City records is completed	-15,000
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**CITY COUNCIL AND CLERK
EXPENDITURE SUMMARY**

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	1,154,693	1,136,600	1,152,700	1,183,600
Materials & Supplies	7,055	8,000	8,000	8,000
Services	220,948	198,700	193,200	186,500
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	1,382,696	1,343,300	1,353,900	1,378,100
Appropriation by Activity				
City Council	865,734	827,500	851,700	873,700
Office of the City Clerk	237,495	252,800	251,200	249,700
Licensing	126,953	135,000	116,200	119,900
Elections	<u>152,514</u>	<u>128,000</u>	<u>134,800</u>	<u>134,800</u>
Total	1,382,696	1,343,300	1,353,900	1,378,100
Employee Years by Activity				
City Council	9.3	8.8	9.3	9.3
Office of the City Clerk	3.8	3.8	3.8	3.8
Licensing	3.7	4.0	3.6	3.6
Elections	<u>11.7</u>	<u>10.4</u>	<u>10.6</u>	<u>10.6</u>
Total	28.5	27.0	27.3	27.3



CITY COUNCIL

This activity includes the salaries of members of the City Council and appropriations for Council research, support staff, and other related expenses.

OFFICE OF THE CITY CLERK

This activity prepares the agendas for City Council meetings, records the proceedings, and prints and distributes the minutes. It prints supplements and amendments to the City Code and Charter. It also advertises public hearings and notifies the Secretary of State of changes in local laws. It also administers and audits the payroll for City election inspectors.

LICENSING

This activity receives applications and payments for licenses for businesses, occupations, bingo games, marriages, passports, dogs, games of chance, and fire and burglar alarms. It prepares related reports for City, County, and State agencies.

Program Change

Passports issued starting September 2000.

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
License applications:				
• Dog	4,569	4,637	4,230	4,600
• Marriage	1,818	1,713	1,880	1,820
• Duplicate Marriage	1,189	1,179	1,215	1,190
• Commissioner of Deeds	202	160	215	220
• Games of chance	46	25	150	50
• Business	3,292	2,903	3,395	3,295
• Bingo licenses and payments	2,693	3,109	3,485	3,110
• Domestic Partnerships	53	71	70	70
Alarm Permits	9,003	8,901	8,300	8,950
Marriage Ceremonies	431	438	435	435
RTS Bus Passes	93	78	115	95
Passports	N/A	268	N/A	300
Fire Prevention Permits	1,499	1,542	1,775	1,545
WORKLOAD				
Licenses processed:				
• Dog	4,569	4,637	4,230	4,600
• Marriage	1,818	1,713	1,880	1,820
• Duplicate Marriage	1,189	1,179	1,215	1,190
• Commissioner of Deeds	202	160	215	220
• Games of chance	46	25	150	50
• Business	3,292	2,903	3,395	3,295
• Bingo licenses and payments	2,693	3,109	3,485	3,110
• Domestic Partnerships	53	71	70	70
Alarm Permits	9,003	8,901	8,300	8,950
Marriage Ceremonies	431	438	435	435
RTS Bus Passes	93	78	115	95
Passports	N/A	268	N/A	300
Fire Prevention Permits	1,499	1,542	1,775	1,545

N/A - Not Applicable

ELECTIONS

The Elections activity consists of salary and training expenses for election inspectors. Inspectors, who are directly supervised by the Monroe County Board of Elections, administer election laws and procedures at local polling places. They record, certify, and transmit election returns to the County Board of Elections.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Primary elections	2	1	1	1
General elections	1	1	1	1
Election districts	211	211	211	211
WORKLOAD				
Election inspector hours:				
• Primary elections	10,221	5,815	7,300	7,300
• General election	12,546	13,016	12,500	12,500

CITY COUNCIL AND CLERK
PERSONNEL SUMMARY

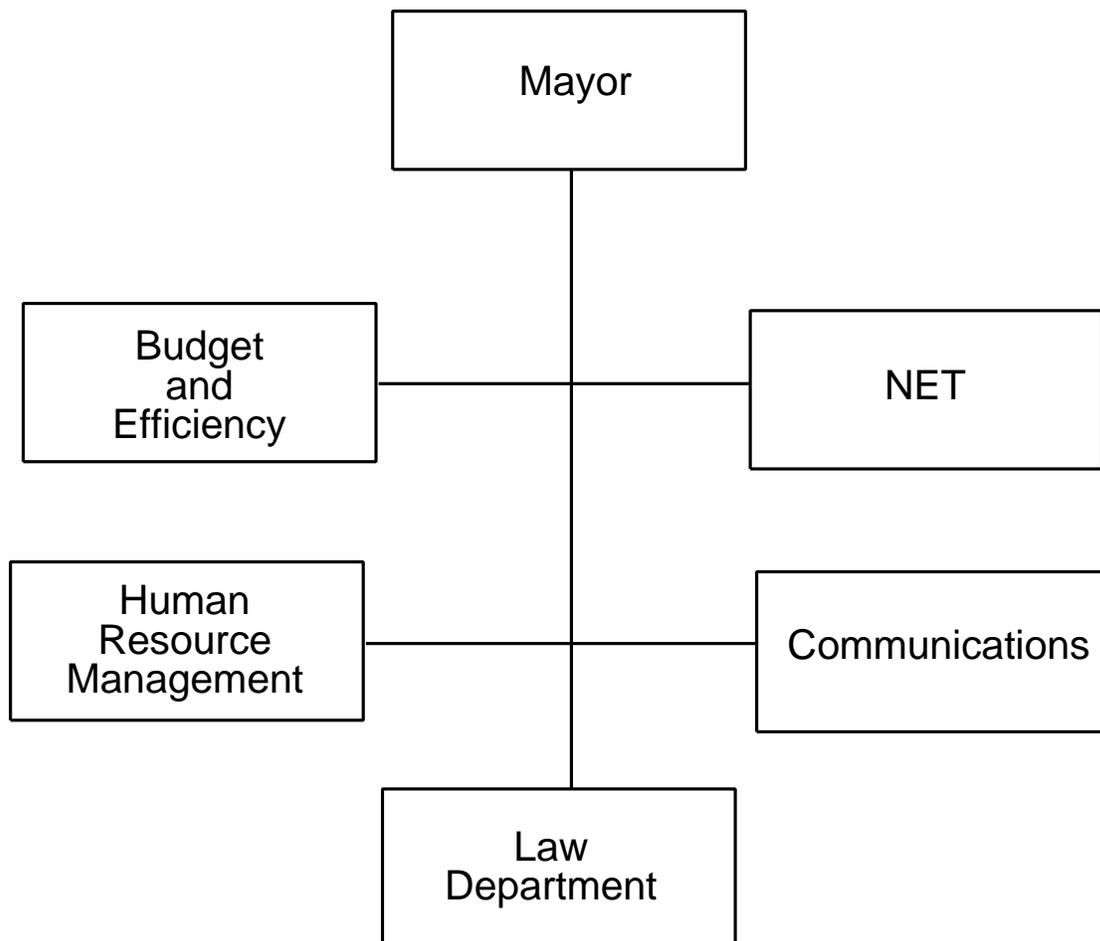
FULL TIME POSITIONS				City Council	Office of the City Clerk	Licensing	Elections
Br.	Title	Budget 2000-01	Proposed 2001-02				
34	Chief Legislative Assistant	1	1	1			
31	City Clerk	1	1		1		
28	Senior Legislative Coordinator	1	1	0.6	0.4		
26	Associate Legislative Analyst	1	0				
24	Senior Legislative Analyst	1	2	2			
16	Administrative Assistant	1	1			1	
16	Legislative Assistant	1	2	0.3	1.5	0.2	
16	Secretary to Council	1	1	1			
16	Secretary to President of Council	1	1	1			
11	Receptionist to City Council	1	1	0.5	0.5		
11	Secretary to City Clerk	1	0				
7	Clerk III	1	1			1	
7	Clerk III with Typing, Bilingual	1	1			1	
FX	President-City Council	(1)	(1)				
FX	Vice President-City Council	(1)	(1)				
FX	Council Member	(7)	(7)				
() = not in totals							
EMPLOYEE YEARS							
Full Time		13.0	13.0	6.4	3.4	3.2	0.0
Overtime		0.0	0.0	0.0	0.0	0.0	0.0
Part Time, Temporary, Seasonal		15.2	15.2	3.1	0.5	0.5	11.1
Less: Vacancy Allowance		0.9	0.9	<u>0.2</u>	<u>0.1</u>	<u>0.1</u>	<u>0.5</u>
Total		27.3	27.3	9.3	3.8	3.6	10.6

Purpose

Administration performs the City's executive and central support functions. These include managing City departments, implementing policies for affirmative action, resolving and preventing chronic quality of life, nuisance and disorder issues, preparing and administering the annual budget and capital programs, providing centralized personnel, civil service, and communications functions, distributing information, examining and evaluating City programs, and attending to the legal business of the City.

Organization

Administration consists of six major units: Mayor's Office, NET Office, Bureau of Budget and Efficiency, Bureau of Human Resource Management, Bureau of Communications, and Law Department.



Year-to-Year Comparison

<u>Main Functions</u>	<u>Budget 1,999</u>	<u>Budget 2001-02</u>	<u>Change</u>	<u>Percent Change</u>
Employee Years	21	0	183,800	8.4%
NET	3,521,000	4,044,300	523,300	14.9%
Budget & Efficiency	639,400	693,900	54,500	8.5%
Human Resource Management	1,932,600	2,243,400	310,800	16.1%
Communications	705,200	719,500	14,300	2.0%
Law Department	<u>1,744,200</u>	<u>1,793,100</u>	<u>48,900</u>	2.8%
Total	10,718,000	11,853,600	1,135,600	10.6%
Employee Years	190.6	211.2	20.6	10.8%

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
146,100	32,000	39,600	11,500	-12,100	918,500	1,135,600

Major Change

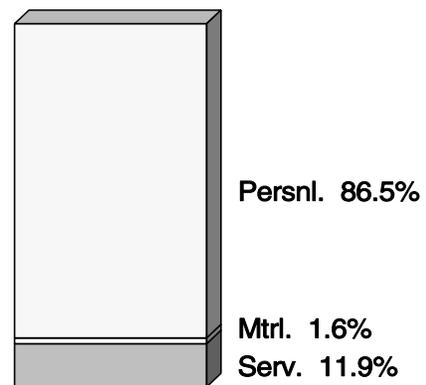
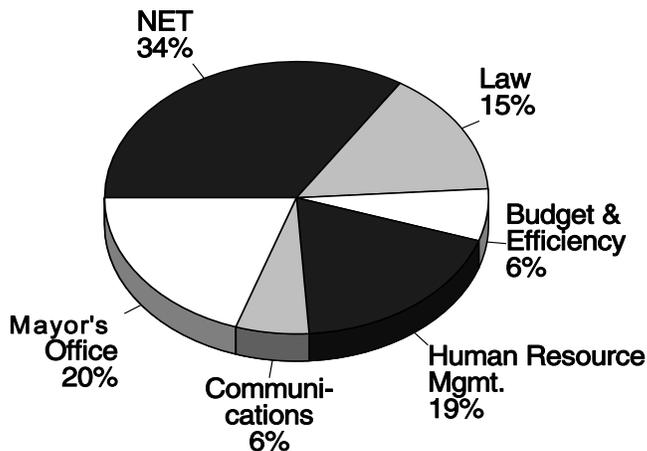
Full year funding for 6 additional staff in NET offices, added in 2000-01, is included	300,200
NET assumes responsibility for the Monroe County funded Proactive Property Management Program	260,500
The Bureau of Human Resource Management initiates enhancements and improvements in accordance with the results of a consultant study conducted in 2000-01	153,000
Productivity measures reduce expenses	-106,600
A youth violence-reduction mental health contract is added to the Mayor's Office. Expenses are partially offset by grant revenues	72,000
NET will clean an additional 150 private properties	13,000
Other changes are detailed in the sections that follow these highlights	

ADMINISTRATION EXPENDITURE SUMMARY

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	8,894,358	8,864,200	9,285,200	10,258,900
Materials & Supplies	150,837	162,100	171,200	185,400
Services	1,167,496	1,210,300	1,261,600	1,409,300
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	10,212,691	10,236,600	10,718,000	11,853,600

Appropriation by Activity				
Mayor's Office	2,044,830	2,097,000	2,175,600	2,359,400
NET	3,283,033	3,332,400	3,521,000	4,044,300
Budget & Efficiency	646,968	580,800	639,400	693,900
Human Resource Management	1,938,493	1,830,700	1,932,600	2,243,400
Communications	681,033	699,200	705,200	719,500
Law Department	<u>1,618,334</u>	<u>1,696,500</u>	<u>1,744,200</u>	<u>1,793,100</u>
Total	10,212,691	10,236,600	10,718,000	11,853,600

Employee Years by Activity				
Mayor's Office	36.0	34.6	36.0	37.1
NET	63.5	64.4	66.2	77.9
Budget & Efficiency	10.6	9.6	10.6	11.6
Human Resource Management	36.7	38.7	40.0	46.6
Communications	12.3	12.6	12.8	13.0
Law Department	<u>24.3</u>	<u>24.7</u>	<u>25.0</u>	<u>25.0</u>
Total	183.4	184.6	190.6	211.2



**ADMINISTRATION
MAYOR'S OFFICE**

The Mayor is the chief executive officer of the City and is elected by the citizens to a four-year term. The Mayor is empowered to enforce City laws and ordinances, appoint and remove department heads, develop programs and policies, prepare the operating and capital budgets, and examine the performance of all City operations. The Mayor also is responsible for the City's intergovernmental relations.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	2,175,600	2,359,400	183,800
Employee Years	36.0	37.1	1.1

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
47,900	4,800	3,900	0	-1,200	128,400	183,800

Major Change

A youth violence-reduction mental health contract is added to the Mayor's Office. Expenses are partially offset by grant revenues	72,000
The Teen Court program is added to the Mayor's Office. Expenses are offset by grant revenues	52,600
Occupancy costs are added to accommodate Audit and Review's relocation from City Hall	25,800
The one-time allocations for promotional activities and the Safe Home in Pathways to Peace are eliminated	-17,200
Productivity reduces expenditures	-12,500
Allocations are increased in miscellaneous lines to meet projected need in Pathways to Peace and the Special Projects Unit	7,700

MAYOR'S OFFICE

This activity assists the Mayor in performing official duties, including coordinating management of City departments and intergovernmental relations. It also serves as the City's central headquarters for volunteer recruitment, referral, and tracking.

AUDIT & REVIEW

This unit examines and evaluates the controls, compliance, and performance of City programs through audits, evaluations, and special studies. It consults with management staff to enhance and strengthen program performance. It also monitors bingo activity conducted in the City.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Projects scheduled				
• Audits	24	21	23	23
• Reviews and consultations	10	9	10	10
• Bingo expense reviews	6	6	6	6
• Payroll field checks	15	15	15	15
Bingo games conducted	1,830	1,660	1,750	1,660

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
WORKLOAD				
Projects completed				
• Audits	24	21	23	23
• Reviews and consultations	10	9	10	10
• Bingo expense reviews	6	6	6	6
• Payroll field checks	15	15	15	15
Bingo games inspected	83	112	110	110

PATHWAYS TO PEACE

This unit identifies at-risk youth between the ages of 13 and 21 who are in need of prevention and intervention services. It collaborates with community service providers and law enforcement. It proactively addresses youth via referrals to appropriate services, follows up to referrals and services, and monitors results of violence reduction among youth in the City.

Program Change

The client caseload declines for 2001-02 due to a decision to focus staff resources more closely on violent and gang-affiliated youth.

Performance Indicators

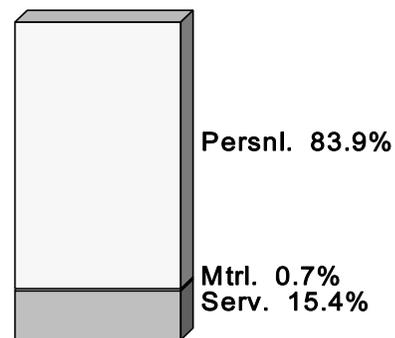
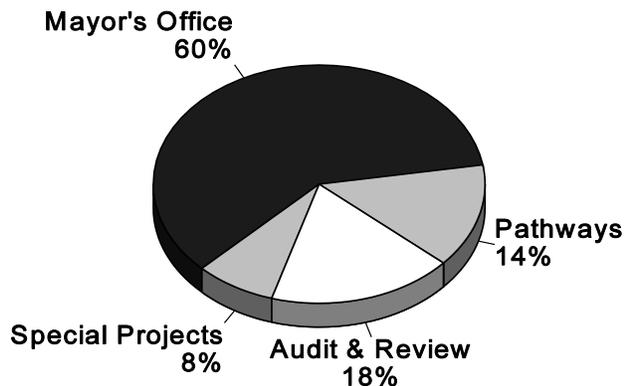
	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Juvenile crimes	2,680	2,600	2,300	2,600
WORKLOAD				
Client caseload	519	750	750	500
Anti-violence presentation recipients	682	750	750	750

SPECIAL PROJECTS UNIT

This unit oversees the implementation of the City's comprehensive plan, *Rochester 2010: The Renaissance Plan*. It is responsible for developing the implementation structure and work plan. The unit also coordinates City departmental and public involvement in the plan.

**ADMINISTRATION
MAYOR'S OFFICE
EXPENDITURE SUMMARY**

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	1,789,056	1,840,700	1,909,200	1,980,100
Materials & Supplies	17,930	14,800	15,200	16,800
Services	237,844	241,500	251,200	362,500
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>2,044,830</u>	<u>2,097,000</u>	<u>2,175,600</u>	<u>2,359,400</u>
Appropriation by Activity				
Mayor's Office	1,270,483	1,279,700	1,299,400	1,434,200
Audit & Review	354,703	320,000	364,400	413,200
Pathways to Peace	293,081	326,600	337,700	329,400
Special Projects Unit	<u>126,563</u>	<u>170,700</u>	<u>174,100</u>	<u>182,600</u>
Total	<u>2,044,830</u>	<u>2,097,000</u>	<u>2,175,600</u>	<u>2,359,400</u>
Employee Years by Activity				
Mayor's Office	18.9	18.7	18.9	19.9
Audit & Review	7.1	6.2	7.1	7.1
Pathways to Peace	7.1	6.8	7.0	7.1
Special Projects Unit	<u>2.9</u>	<u>2.9</u>	<u>3.0</u>	<u>3.0</u>
Total	<u>36.0</u>	<u>34.6</u>	<u>36.0</u>	<u>37.1</u>



ADMINISTRATION
MAYOR'S OFFICE
PERSONNEL SUMMARY

FULL TIME POSITIONS				Mayor's Office	Audit & Review	Pathways to Peace	Special Projects Unit
Br.	Title	Budget 2000-01	Proposed 2001-02				
FX	Mayor	1	1	1			
FX	Deputy Mayor	1	1	1			
36	Assistant to Mayor	1	1	1			
36	Chief of Staff	1	1	1			
35	Director of Special Projects	1	1				1
32	Manager, Internal Audit	0	1		1		
29	Manager, Internal Audit	1	0				
29	Staff Assistant IV	0	2	2			
29	Staff Asst. to the Deputy Mayor	1	0				
28	Special Aide to the Deputy Mayor	1	0				
28	Principal Field Auditor	0	1		1		
26	Staff Assistant III	0	2	1			1
26	Dir. of Volntr. & Comm. Affairs	1	1	1			
26	Principal Field Auditor	1	0				
26	Assistant to Chief of Staff	1	0				
26	Associate Field Auditor	0	1		1		
25	Staff Assistant to Mayor I	1	0				
24	Associate Field Auditor	2	0				
23	Staff Assistant II	0	2	2			
23	Senior Management Analyst	1	0				
23	Youth Intervention Supervisor	1	1			1	
22	Staff Assistant to Mayor II	1	0				
21	Secretary to Mayor	1	1	1			
20	Staff Assistant I	0	2	2			
20	Staff Asst. to the Ch. of Staff/Biling.	1	0				
18	Senior Field Auditor	0	3		3		
18	Secretary to Chief of Staff	1	1	1			
18	Secretary to the Deputy Mayor	1	1	1			
18	Special Asst. to the Mayor	1	0				
18	Youth Intervention Specialist	5	5			5	
16	Administrative Assistant	1	2	0.2	0.8	1	
14	Field Auditor	2	0				
13	Community Affairs Assistant/Bilingual	1	1	1			
11	Receptionist to the Mayor	1	1	1			
11	Secretary	2	2	1			1
7	Clerk III with Typing	1	0				
EMPLOYEE YEARS							
Full Time		35.0	35.0	18.2	6.8	7.0	3.0
Overtime		0.0	0.1	0.0	0.0	0.1	0.0
Part Time, Temporary, Seasonal		1.0	2.0	1.7	0.3	0.0	0.0
Less: Vacancy Allowance		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total		36.0	37.1	19.9	7.1	7.1	3.0

**ADMINISTRATION
NET OFFICE**

The Neighborhood Empowerment Team (NET) Office consists of ten teams of City employees, with one team assigned to each of the ten Neighbors Building Neighborhoods (NBN) sectors. Each team includes property inspectors and sworn Police personnel to focus on resolution and prevention of chronic quality of life, nuisance, and disorder issues. Traditional Certificate of Occupancy and property complaint services are also provided by NET. The NET teams are based in six site offices located throughout the City.

Expenditures for non-Police personnel and support costs of operating the NET offices are included in this budget. Salary costs for sworn Police personnel assigned to NET teams are included in the Police Department budget.

<u>NET Area</u>	<u>Office Location</u>
A	1494 Dewey Avenue
B	492 Lyell Avenue
C	998 Genesee Street
D	846 S. Clinton Avenue
E	212 Webster Avenue
F	500 Norton Street

The 2001-02 work plan includes the following:

Objective	Projected Completion
Assume city-wide responsibility for inspections held for Monroe County-funded Proactive Property Management program.	First Quarter
Challenged Streets Program:	
<input type="checkbox"/> Maria Street (Project Turnaround) Redevelopment Project - Phase I	Fourth Quarter
<input type="checkbox"/> Fulton Avenue Redevelopment Project - Phase II	Fourth Quarter
<input type="checkbox"/> Trust/Aebersold/Miller Redevelopment Project	Fourth Quarter
<input type="checkbox"/> Jefferson Avenue Redevelopment Project - Phase I	Fourth Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	3,521,000	4,044,300	523,300
Employee Years	66.2	77.9	11.7

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
27,300	11,800	22,900	4,000	0	457,300	523,300

Major Change

Full year funding for (3) Assistant NET Administrator and (3) Executive Assistant positions created in the fourth quarter of 2000-01	300,200
NET assumes responsibility for inspections held for Monroe County funded Proactive Property Management program. Six temporary positions staff this added service.	260,500
Productivity Improvements result in savings	-87,300
Reduction in rental expenses at NET sector offices	-31,200
Communications and mileage expenses increase as more time is spent out of the sector offices	26,500
Grants for the Toy Library program will not recur	-15,000
Clean an additional 150 private properties	13,000
A clerical position is abolished in favor a part time conservation officer	-9,400

ADMINISTRATION

This activity includes expenditures related to the administration of NET and the operation of six NET field offices. This activity also performs inspections for the Monroe County Department of Social Services (MCDSS) Move In/Move Out Inspection Program and for the Proactive Property Management Project.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Complaints:				
● Drug locations	1,479	1,500	1,600	1,500
● Nuisance locations	472	500	340	500
● Prostitution	109	120	76	120
● Disorderly residents	362	390	480	400
● Excessive noise (property)	315	380	600	400
● High grass, trash & debris	4,707	4,700	4,900	4,700
● Illegal parking (Right-of-way)	408	400	600	400
● Blighting properties	726	750	800	750
● Problem businesses	138	150	150	150
● Graffiti	419	450	450	450
● Junk/Unlicensed vehicles	1,288	1,300	1,600	1,300
Refuse enforcement (Right-of-way):				
● Complaints	1,878	1,900	2,000	2,000
● Properties surveyed	4,504	4,504	7,000	4,500
Resident inquiries:				
● Telephone (estimated)	50,000	53,000	47,000	53,000
● Walk-in (estimated)	10,000	11,000	12,000	11,000
MCDSS inspections	5,890	5,900	6,000	10,000

**ADMINISTRATION
NET OFFICE**

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
WORKLOAD				
Complaints resolved:				
● Drug locations	997	1,000	960	1,000
● Nuisance locations	371	375	290	375
● Prostitution	89	90	55	90
● Disorderly residents	333	350	430	350
● Excessive noise (property)	275	300	210	300
● High grass, trash & debris	4,589	4,600	4,700	4,600
● Illegal parking (Right-of-way)	316	350	200	390
● Blighting properties	482	490	360	490
● Problem businesses	99	110	115	110
● Graffiti removed	354	350	510	350
Work orders issued:				
● Property cleanups	1,167	1,150	1,000	1,150
● Drug location boardups	1,059	1,050	300	1,050
UPLIFTS conducted	25	30	30	30
Property Code surveys	889	900	750	900
Knock & Talks conducted	326	750	1,400	750
Junk/unlicensed vehicles				
● Towing contract removal	1,352	1,350	1,100	1,350
● Bounty removal	61	75	200	75
● Voluntary compliance	1,156	1,150	970	1,150
Refuse enforcement (Right-of-way):				
● Tickets issued	1,363	1,400	1,200	1,400
● Voluntary compliance	3,961	4,000	3,500	4,000
Resident involvement:				
● Number of PAC TAC volunteers	258	400	450	400
● Number of block clubs	80	90	90	90
● Number of NET neighborhood meetings	1,252	1,250	1,100	1,250
MCDSS inspections	5,890	5,900	6,000	10,000

RECORDS MANAGEMENT & ENFORCEMENT

The Records Management & Enforcement unit facilitates handling of property code cases. It processes documents relating to the inspection function, issues Notice and Orders that notify property owners of code violations, and issues Certificates of Occupancy, which verify compliance with applicable codes. It maintains the computer based Building Information System and other Bureau records. This activity also performs the enforcement functions. Referrals made to this unit by NET inspections staff receive an owner warning letter and follow up inspections when Code violations are not resolved by a Notice and Order. This activity issues appearance tickets and refers cases to Parking & Municipal Violations (PMV) if voluntary compliance with codes is not achieved.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Complaints received*	10,283	10,100	10,000	10,000
Certificate of Occupancy applications:				
● Multiple family dwelling	3,106	3,400	3,400	3,400
● Single family rentals	423	480	500	500

ADMINISTRATION
NET OFFICE

3-11

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
WORKLOAD				
Cases originated	21,364	20,000	17,300	20,000
Certificate of Occupancy issued:				
● Multiple family dwelling	2,862	3,300	3,000	3,100
● Single family rentals	437	500	500	500
Inspections made:				
● Multiple family dwelling	75,821	76,000	80,000	76,600
● Single family rentals	3,112	3,500	3,500	3,500
Notice and Orders issued	21,364	20,000	17,000	20,000
Owner warning letters issued**	943	950	900	950
Referrals to Parking & Municipal Violations	4,473	4,500	4,100	4,500
RESULTS				
Case dispositions/abatements after tickets or warning letters	3,912	4,000	3,700	4,000

MCDSS - Monroe County Department of Social Services

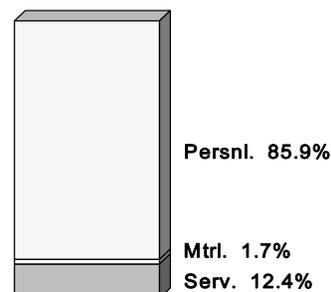
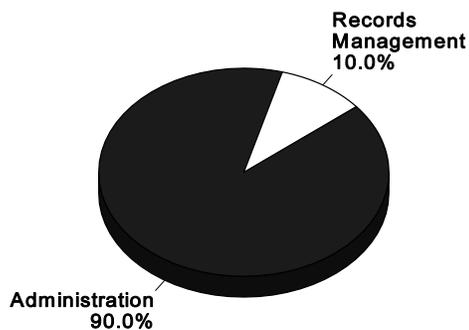
*Complaints received at the central Records Management office. These are in addition to those received at the NET offices.

**Warning letters based on referrals from NET. Not all ticketed cases receive owner warning letter.

**ADMINISTRATION
NET OFFICE
EXPENDITURE SUMMARY**

	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Appropriation by Major Object				
Personnel Expenses	2,760,010	2,786,300	2,970,200	3,474,300
Materials & Supplies	43,373	64,600	71,800	68,500
Services	479,650	481,500	479,000	501,500
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	3,283,033	3,332,400	3,521,000	4,044,300
Appropriation by Activity				
Administration	2,809,659	2,891,200	3,029,600	3,623,400
Records Management & Enforcement	<u>473,374</u>	<u>441,200</u>	<u>491,400</u>	<u>420,900</u>
Total	3,283,033	3,332,400	3,521,000	4,044,300
Employee Years by Activity				
Administration	52.0	51.4	53.2	64.8
Records Management & Enforcement	<u>11.5</u>	<u>13.0</u>	<u>13.0</u>	<u>13.1</u>
Total	63.5	64.4	66.2	77.9

NET Resource Allocation - Dollars				
NET Allocation	3,283,033	3,332,400	3,521,000	4,044,300
Police Department NET Allocation	<u>1,673,700</u>	<u>1,752,200</u>	<u>1,861,500</u>	<u>1,850,000</u>
Total NET Allocation	4,956,733	5,084,600	5,382,500	5,894,300
NET Resource Allocation - Employee Years				
NET Allocation	63.5	64.4	66.2	77.9
Police Department NET Allocation	<u>32.6</u>	<u>31.6</u>	<u>32.4</u>	<u>31.8</u>
Total NET Allocation	96.1	96.0	98.6	109.7
Note: Salary costs for sworn Police personnel assigned to NET teams are included in the Police Department budget and are shown here for reference only				



ADMINISTRATION
NET OFFICE
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Records Management & Enforcement
Br.	Title	Budget 2000-01	Proposed 2001-02		
35	NET Director	1	1	1	
31	NET Administrator	6	6	6	
27	Administrator of Code Compliance	1	1		1
27	Assistant Net Administrator	0	3	3	
27	NET Code Coordinator	1	1	1	
24	Code Enforcement Coordinator	1	1		1
21	Neigh. Conservation Officer	26	26	24	2
21	Neigh. Conserv. Officer/Bil.	1	1	1	
20	Executive Assistant	1	4	4	
18	Neigh. Conserv. Officer Trainee	1	1	1	
17	Property Conservation Inspector	2	2	2	
16	Administrative Assistant	1	1		1
12	Customer Service Representative	6	6	6	
11	Secretary	1	1	1	
11	Senior Service Assistant	1	1		1
9	Clerk II	1	2		2
9	Clerk II with Typing	2	2		2
7	Clerk III	1	1		1
7	Clerk III with Typing	6	3	2	1
7	Clerk III with Typing-Bilingual	2	2	2	
7	Telephone Representative	1	1	1	
3	Clerk Typist	0	1		1
EMPLOYEE YEARS					
Full Time		63.0	68.0	55.0	13.0
Overtime		1.0	1.1	1.0	0.1
Part Time, Temporary, Seasonal		2.8	9.3	9.3	0.0
Less: Vacancy Allowance		<u>0.6</u>	<u>0.5</u>	<u>0.5</u>	<u>0.0</u>
Total		66.2	77.9	64.8	13.1

The following full time positions are included in the budget of the Police Department, Patrol Division but are assigned to NET offices and are shown here for reference only.

Br.	Title	2000-01	2001-02
94	Police Lieutenant	10	10
90	Police Officer	22	22
EMPLOYEE YEARS			
Full Time		32.0	32.0
Overtime		0.4	0.4
Part Time, Temporary, Seasonal		0.0	0.0
Less: Vacancy Allowance		<u>0.0</u>	<u>0.6</u>
Total		32.4	31.8

ADMINISTRATION
BUREAU OF BUDGET & EFFICIENCY

The Bureau of Budget and Efficiency supervises the preparation and administration of the annual budget, the Capital Improvement Program, and other appropriations. It develops long-range fiscal plans, conducts studies of agencies to determine work quality and improve efficiency, recommends standards of management, work measurement and performance, recommends programs and policies, and conducts research on matters of general concern to the City.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	639,400	693,900	54,500
Employee Years	10.6	11.6	1.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
17,400	1,500	300	0	-1,000	36,300	54,500

Major Change

A position is added to oversee Weed and Seed grant and program activities. Expenses are offset by grant revenues. 40,300

A one-time allocation for a teambuilding initiative with the City School District ends -10,000

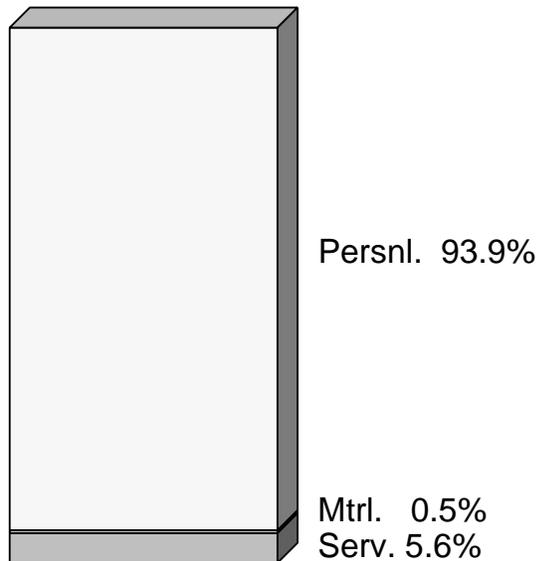
The training allocation is increased due to staff turnover 6,000

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
WORKLOAD				
Budget amendments processed	41	35	40	40
Appropriation transfers reviewed	721	690	650	700
Contracts reviewed	773	840	850	850

ADMINISTRATION
BUREAU OF BUDGET & EFFICIENCY
EXPENDITURE SUMMARY

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	608,027	535,000	593,900	651,600
Materials & Supplies	9,501	3,500	3,500	3,500
Services	29,440	42,300	42,000	38,800
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	646,968	580,800	639,400	693,900
Appropriation by Activity				
Budget & Management Analysis	646,968	580,800	639,400	693,900
Employee Years by Activity				
Budget & Management Analysis	10.6	9.6	10.6	11.6



ADMINISTRATION
BUREAU OF BUDGET & EFFICIENCY
PERSONNEL SUMMARY

FULL TIME POSITIONS			
Br.	Title	Budget 2000-01	Proposed 2001-02
35	Director of Budget & Efficiency	1	1
32	Deputy Dir. of Budget & Efficiency	1	1
26	Associate Administrative Analyst	1	1
24	Assistant to Dir. of Budget & Efficiency	0	1
24	Senior Administrative Analyst	4.5	3.5
20	Administrative Analyst	0	1
20	Senior Accountant	0	1
18	Assistant Community Program Planner	0	1
18	Municipal Assistant	1	0
16	Administrative Assistant	1	0
15	Secretary to Dir. of Budget & Efficiency	1	1
EMPLOYEE YEARS			
	Full Time	10.5	11.5
	Overtime	0.1	0.1
	Part Time, Temporary, Seasonal	0.0	0.0
	Less: Vacancy Allowance	<u>0.0</u>	<u>0.0</u>
	Total	10.6	11.6

ADMINISTRATION
BUREAU OF HUMAN RESOURCE MANAGEMENT

The Bureau of Human Resource Management, through its nine activities, provides centralized personnel services.

Administration manages the Bureau, establishes personnel policies, implements policies for affirmative action, and coordinates employee training programs. Civil Service classifies positions, administers civil service examinations, and establishes lists of eligible applicants. Labor Relations negotiates and administers labor contracts. Staffing Services is responsible for all phases of the employment process and monitors and implements employment aspects of the City's Affirmative Action Plan. Exam Services develops civil service examinations. Benefits Administration administers benefit programs for employees and retirees. Information Services maintains employee records. Health and Safety coordinates the City's safety function and case management of employees on work-related injury leave. The Summer Program employs college students in a seasonal work program.

The 2001-02 work plan includes the following:

Objective

Projected Completion

Implement first phases of efficiency and effectiveness improvements as recommended by a consultant study conducted in 2000-01 and by City staff.

First Quarter

Methods, practices and procedures bureau-wide will be reviewed to assure that all sub-systems are adequate and accurate. Subsequently, links among the sub-systems will be determined and appropriate connections made. Once these goals have been accomplished technology will be applied, where appropriate, to standardize operations, accelerate throughput, and create a reliable base for information management and reporting.

Performance measures will be refined to allow ongoing feedback with regard to improvements, efficiency, and customer satisfaction. The Staffing and Civil Service related activities will be among the early priorities.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	1,932,600	2,243,400	310,800
Employee Years	40.0	46.6	6.6

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
41,100	5,200	13,000	0	-8,200	259,700	310,800

Major Change

Efficiency and effectiveness improvements require an initial increase in staff to accommodate both continuing services and revisions. Three full time positions and one temporary position are added including a Manager of Staffing and Selection and a Research Assistant (Temporary) in Administration and a Human Resources Specialist and a Clerk Typist in Civil Service	153,000
A Police Officer examination is planned for December 2001	37,500
A new position in Labor Relations will expedite early resolution of grievances and assist with the general functions of the activity	34,900

**ADMINISTRATION
BUREAU OF HUMAN RESOURCE MANAGEMENT**

Major Change

Restructuring of the staff supporting organizational diversity results in the reclassification of the Affirmative Action Officer and the addition of a Municipal Assistant	32,600
Reductions in professional services	-13,000
The full-year impact of the Employee Suggestion Program initiated in 2000-01 is included	12,000
Purchase of additional examinations from the New York State Civil Service Commission	2,700

ADMINISTRATION

Administration directs, manages, and sets policy for the Bureau and implements policies for affirmative action. It coordinates the Bureau's activities with those of other City departments. It also offers training programs that enhance the skill levels and effectiveness of the workforce and coordinates the City's training function. It supports Total Quality Management initiatives.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Requests for Affirmative Action assistance	1,392	1,400	1,400	1,450
WORKLOAD				
Affirmative Action assistance:				
• Consultations held	60	65	60	65
• Investigations conducted	55	60	42	60
• ADA accommodations processed	19	25	19	25
Employees trained in supervisory skills	60	28	24	30
Employees trained in job development skills	1,117	1,273	1,200	1,250
Applications for tuition reimbursement	395	370	350	400
Employee Suggestions Processed	N/A	75	N/A	125

ADA - Americans with Disabilities Act

N/A - Not Applicable

CIVIL SERVICE

The Civil Service unit administers New York State Civil Service Law for the City of Rochester and the Rochester Housing Authority. The Civil Service Commission, consisting of five members appointed by the Mayor, prescribes the rules to be applied. The Civil Service staff carries out the rules through classifying positions, administering civil service examinations, establishing lists of eligible job applicants, and hearing appeals.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Provisional Positions	207	231	190	200
WORKLOAD				
Examinations administered	51	69	62	75

LABOR RELATIONS

Labor Relations negotiates and administers collective bargaining agreements with City employee unions. It processes grievances, represents the City in arbitration proceedings and legislative hearings, and

ADMINISTRATION
BUREAU OF HUMAN RESOURCE MANAGEMENT

3-19

represents the City in conferences and hearings before the Public Employee Relations Board. It advises the Mayor and department heads on contract matters and conducts related research.

This unit holds regular labor-management meetings in departments to identify and address issues before they become grievances. It also trains supervisory and management personnel in contract interpretation and administration.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Grievances filed	103	86	80	80
WORKLOAD				
Contracts negotiated	4	3	0	4
Grievances resolved pre-arbitration	38	49	70	70
Grievances requiring arbitration	17	13	20	20

STAFFING SERVICES

Staffing Services is responsible for hiring, promoting, transferring, and terminating employees. It monitors position vacancies, processes personnel requisitions from departments, arranges advertisements, interviews, referrals, and administers posting, bidding, and layoff procedures in accordance with City policies and collective bargaining agreements. This unit is also responsible for monitoring and implementing the employment aspects of the City's Affirmative Action Plan. Staff meets with departmental representatives during all phases of the employment process and participates in job fairs to encourage minorities to apply for City positions.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Civil service exam and job applications received	13,781	10,350	10,000	10,500
Number of positions requisitioned	847	750	575	800
WORKLOAD				
Job recruitments conducted:				
• Postings	77	82	80	80
• Advertisements	101	106	80	100
• Civil Service list certifications	<u>247</u>	<u>230</u>	<u>235</u>	<u>250</u>
Total	425	418	395	430
Median time required to fill positions requisitioned (workdays)	25	24	22	22
RESULTS				
Affirmative Action new hires:				
• percent females	40.0	42.0	42.0	42.0
• percent minority	35.0	37.0	38.0	38.0
Affirmative Action workforce participation:				
• percent females	28.0	28.0	28.5	29.0
• percent minority	25.0	25.0	25.5	26.0
Number of requisitioned positions filled	640	563	400	700
Number of requisitioned positions vacant:				
• full time	45	50	30	35
• part time, temporary, and seasonal	<u>162</u>	<u>137</u>	<u>145</u>	<u>65</u>
Total	207	187	175	100

ADMINISTRATION
BUREAU OF HUMAN RESOURCE MANAGEMENT

EXAM SERVICES

Exam Services develops civil service examinations used in recruiting a qualified workforce. Activities include studies of groups of related jobs, writing job class descriptions, and oversight of the position classification process.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Provisional positions	207	231	190	200
WORKLOAD				
Specifications developed or revised	12	30	20	20
Examinations developed locally	11	14	14	22

BENEFITS ADMINISTRATION

Benefits administers benefit programs for City employees and retirees. The benefit programs administered include the following:

Group Health Insurance	Deferred Compensation
Group Dental Insurance	Benefit Open Enrollment
Group Life Insurance	Child Care Referral Service
Cafeteria Benefits Plan	Parking Transit Reimbursement Account
Domestic Partner Program	Flexible Spending Account
Long Term Disability	

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Benefits inquiries	14,484	15,100	15,500	14,500
WORKLOAD				
Benefit inquiry responses	14,484	15,100	15,500	14,500

INFORMATION SERVICES

Information Services maintains central personnel records. It enters personnel transactions into the automated Personnel/Payroll System that controls payroll, time banks, salary payroll deductions, and benefits. The activity produces specialized personnel management reports for City departments.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
Orientations	38	38	20	25
Retirements	80	80	60	75
COBRA Notifications	336	350	300	325
Life Insurance Claims	21	35	25	35

HEALTH & SAFETY

This activity coordinates the City's safety function. It also coordinates case management of employees on work-related injury leave.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Personal injury accidents	346	387	361	358
Motor vehicle accidents	166	166	169	172
WORKLOAD				
OSHA recordable accident reports processed	236	277	253	256
Motor vehicle accident reports completed	166	207	169	172
Motor vehicle accidents				
• Preventable	102	112	88	93
• Non-preventable	64	95	81	79
RESULTS				
Accident rate per 100 non-uniformed employees:				
• Personal injury (Percent)	19	21	20	19
• Motor vehicle (Percent)	9	9	9	9
Percent of personal injury accidents judged OSHA recordable (Percent)	68	54	70	72
Percent of motor vehicle accidents judged preventable (Percent)	61	54	52	54
Training Sessions Conducted	505	525	523	522

OSHA - Occupational Safety and Health Administration

SUMMER PROGRAM

The City offers summer employment opportunities to college students. Although the funding for this program is budgeted in the Bureau of Human Resource Management, the jobs are located through out the City.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Positions developed	75	12	15	15
WORKLOAD				
Applications reviewed	740	70	75	80
RESULTS				
Participants hired	70	9	15	15

ADMINISTRATION
BUREAU OF HUMAN RESOURCE MANAGEMENT
EXPENDITURE SUMMARY

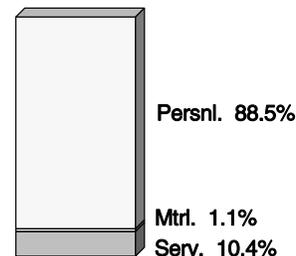
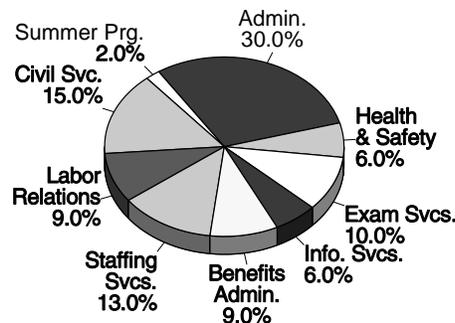
	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	1,701,097	1,619,000	1,707,500	1,986,300
Materials & Supplies	12,814	11,800	11,800	23,000
Services	224,582	199,900	213,300	234,100
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	1,938,493	1,830,700	1,932,600	2,243,400

Appropriation by Activity

Administration	472,809	489,600	542,700	681,000
Civil Service	94,749	230,600	207,600	325,800
Labor Relations	163,183	182,900	162,100	205,600
Staffing Services	339,015	291,100	280,200	295,900
Exam Services	360,248	218,000	226,500	217,100
Benefits Administration	165,672	135,900	192,400	210,600
Information Services	141,090	141,400	150,800	132,200
Health & Safety	105,263	97,800	122,900	127,800
Summer Program	<u>96,464</u>	<u>43,400</u>	<u>47,400</u>	<u>47,400</u>
Total	1,938,493	1,830,700	1,932,600	2,243,400

Employee Years by Activity

Administration	7.3	8.3	7.7	11.1
Civil Service	1.9	4.2	3.8	7.0
Labor Relations	2.9	3.2	2.9	3.9
Staffing Services	8.5	7.4	7.1	7.2
Exam Services	5.9	5.0	4.7	4.1
Benefits Administration	5.0	3.6	5.2	5.2
Information Services	3.2	3.4	3.4	2.9
Health & Safety	1.8	2.3	3.1	3.1
Summer Program	<u>0.2</u>	<u>1.3</u>	<u>2.1</u>	<u>2.1</u>
Total	36.7	38.7	40.0	46.6



ADMINISTRATION
BUREAU OF HUMAN RESOURCE MANAGEMENT
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Civil Service	Labor Relations	Staffing Services	Exam Services	Benefits Administration	Information Services	Health & Safety	Summer Program
Br.	Title	Budget 2000-01	Proposed 2001-02									
35	Director of Human Resource Management	1	1	1								
34	Assistant Director of Human Resource Management	1	0									
32	Assistant Director of Human Resource Management	0	1	0.4			0.2	0.1	0.2	0.1		
29	Manager of Staffing and Selection	0	1	1								
32	Manager of Labor Relations	1	1			0.9					0.1	
30	Affirmative Action Officer	1	0									
26	Affirmative Action Officer	0	1	1								
26	Human Resource Coordinator	1	1					1				
26	Labor Relations Specialist	1	1			1						
24	Associate Personnel Analyst	3	3	1	1						1	
24	Senior Administrative Analyst	1	1							1		
23	Senior Human Resource Consultant	3	2				1		1			
21	Human Resource Consultant	3	3		1		1	1				
21	Selection Specialist	0	1					1				
20	Computer Programmer	1	1	0.5						0.5		
20	Senior Personnel Analyst	3	1						1			
18	Human Resources Specialist	0	2		1	1						
18	Human Resources Specialist Bilingual	0	1				1					
18	Municipal Assistant	0	1	1								
16	Research Assistant	0	1						1			
15	Secretary to Director of Human Resource Management	1	1	1								
14	Assistant Case Manager	1	0									
13	Confidential Secretary	1	1	1								
12	Human Resource Associate	1	2		1		1					
9	Clerk II	0	1		1							
9	Clerk II with Typing	4	3			1			1		1	
9	Clerk II with Typing-Bilingual	0	1				1					
9	Labor Relations Secretary	1	0									
7	Clerk III	1	1							1		
7	Clerk III with Typing	4	6	2			1	1	1		1	
7	Clerk III with Typing-Bilingual	2	0									
6	Receptionist Typist	0	1				1					
3	Clerk Typist	1	1		1							
EMPLOYEE YEARS												
Full Time		37.0	42.0	9.9	6.0	3.9	7.2	4.1	5.2	2.6	3.1	0.0
Overtime		0.5	0.8	0.0	0.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Part Time, Temporary, Seasonal		3.3	4.6	1.2	0.2	0.0	0.0	0.0	0.0	0.3	0.0	2.9
Less: Vacancy Allowance		<u>0.8</u>	<u>0.8</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.8</u>
Total		40.0	46.6	11.1	7.0	3.9	7.2	4.1	5.2	2.9	3.1	2.1

ADMINISTRATION
BUREAU OF COMMUNICATIONS

This Bureau provides information about the City to the public. It issues press releases, schedules news conferences, arranges public appearances, and prepares information materials for public distribution. It responds to inquiries under the Freedom of Information and Open Meeting Laws.

It also provides writing, graphic design, photographic, and advertising support to City departments and outside nonprofit agencies sharing mutual goals or joint projects with the City. It creates promotional campaigns, literature, posters, audiovisual programs, and video productions for the City and individual departments. It develops programming on Rochester's cable television government access channel and maintains, updates, and develops a portion of Rochester Images, an on-line catalogue of photographs documenting a visual history of the City.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	705,200	719,500	14,300
Employee Years	12.8	13.0	0.2

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
9,600	1,500	-800	7,500	-1,700	-1,800	14,300

Major Change

Productivity measures decrease expense	-1,800
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INFORMATION AND GRAPHIC SERVICES

The Information and Graphic Services unit manages the Bureau and is responsible for distributing information to the public and press. It prepares informational brochures and news releases and arranges press conferences, briefings, and ceremonies. It plans and administers informational campaigns and provides graphic design services including art, layout, specifications, and printing for forms, literature, and other materials, as well as scripts and graphics for broadcast ads and audiovisual presentations.

Program Change

Responsibility for development and maintenance of the City's World Wide Web-site on the Internet transfers to the Department of Finance, Bureau of Information Systems.

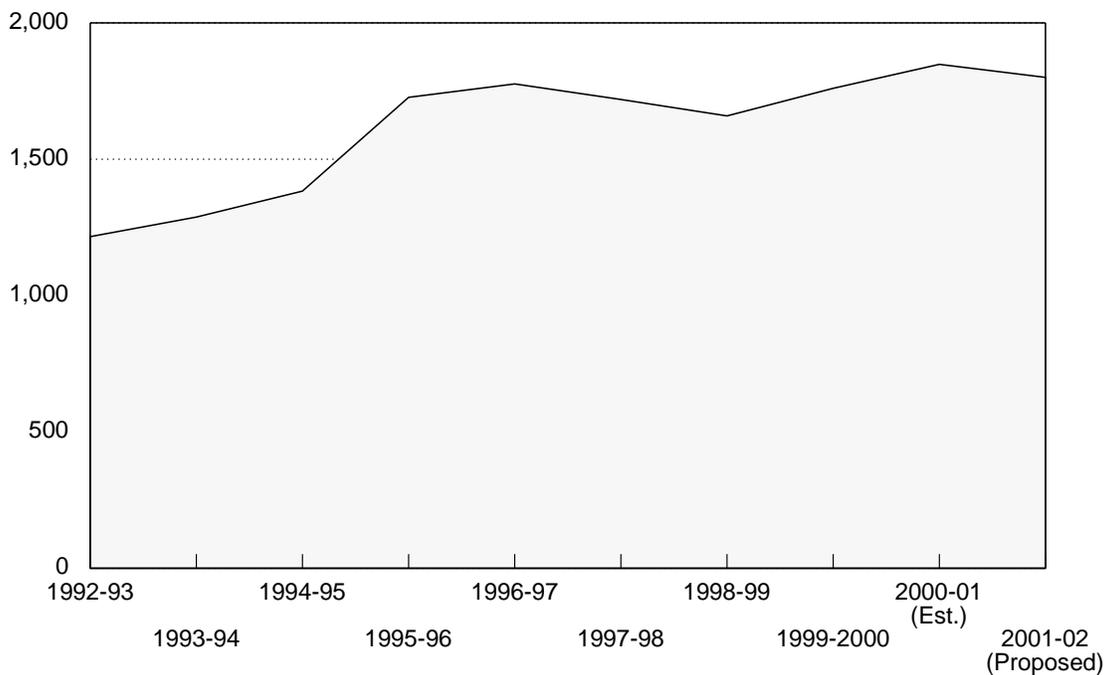
Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Major promotional campaign requests	49	44	40	30
Freedom of Information applications	1,760	1,848	1,600	1,800
News release requests	510	515	520	515
Press conference and briefing requests	58	60	85	70
Radio advertisements requested	11	16	10	8
Graphics projects requested:				
● Large (16 hours or more)	42	50	35	48
● Medium (5-15 hours)	248	260	265	250
● Small (1-4 hours)	<u>190</u>	<u>165</u>	<u>215</u>	<u>200</u>
Total	480	475	515	498

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
WORKLOAD				
Major promotional campaigns designed	49	44	40	30
Freedom of Information applications processed	1,760	1,848	1,600	1,800
News releases prepared	510	515	520	515
Press conferences and briefings scheduled	58	60	85	70
Radio advertisements produced	11	16	10	8
Graphics projects produced	480	475	515	498

Freedom of Information Applications



PHOTOGRAPHIC AND VIDEO SERVICES

Photographic and Video Services documents City construction projects, street and water repairs, vacant buildings, and properties acquired by the City through foreclosures. City videographers and photographers also record important City activities and special events. They develop, enlarge, and print negatives, and maintain a large collection of contemporary and historical negatives, prints, and slides. They also produce audio tapes, photographic and digital images, and video productions for advertising, promotional materials, TV, radio, print ads, and brochures.

This activity also supports the City's use of telecommunication technology. It produces video programs for training, promotion, and documentation of City services and events. The unit coordinates all programming on Rochester's government access channel.

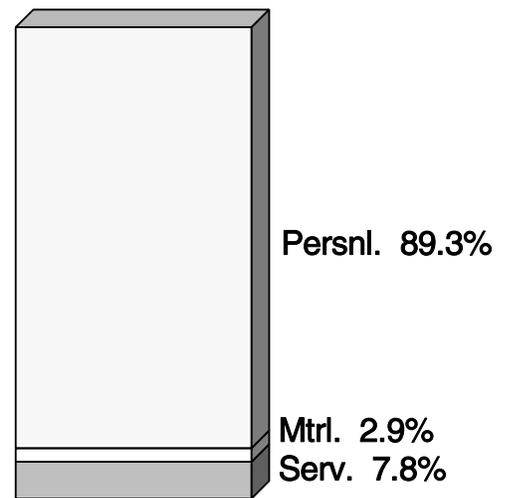
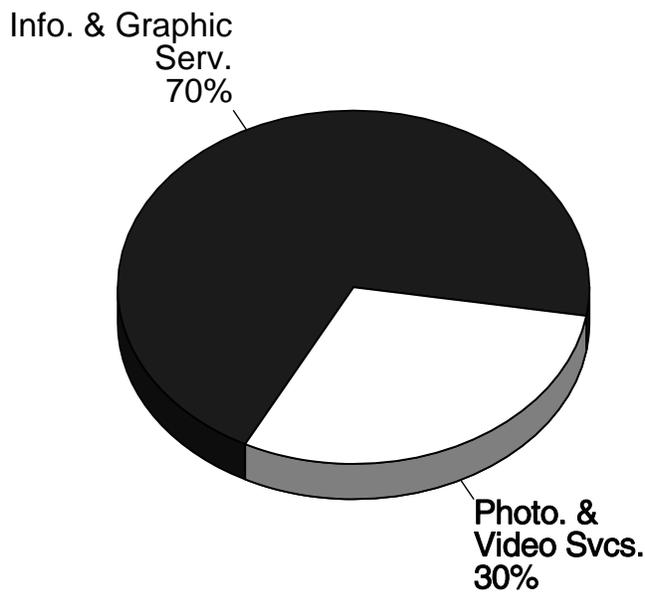
ADMINISTRATION
BUREAU OF COMMUNICATIONS

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Photo assignments requested				
• conventional	441	450	500	450
• digital	249	260	225	270
Cable TV and video programs requested	228	230	230	230
Cable TV announcements requested	1,560	1,560	1,560	1,560
Video duplication requests	1,550	1,600	1,600	1,600
WORKLOAD				
Prints made	7,100	7,200	7,300	7,300
35mm color slides prepared	18,000	18,200	18,400	18,400
Slide shows produced	6	6	3	6
Retrieval and reproduction of prints and slides	780	790	800	800
Photo assignments completed	690	710	725	720
Cable TV announcements aired	1,400	1,400	1,400	1,400
Hours of cable TV and video programs produced	42.0	42.0	45.0	45.0
Hours of cable TV and video programs aired	235	235	235	235
Videotape duplication (number of copies)	1,550	1,600	1,600	1,600

ADMINISTRATION
BUREAU OF COMMUNICATIONS
EXPENDITURE SUMMARY

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	610,264	621,000	626,500	642,300
Materials & Supplies	20,808	19,800	20,500	21,100
Services	49,961	58,400	58,200	56,100
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	681,033	699,200	705,200	719,500
Appropriation by Activity				
Information and Graphic Services	484,433	488,300	499,000	505,900
Photographic and Video Services	<u>196,600</u>	<u>210,900</u>	<u>206,200</u>	<u>213,600</u>
Total	681,033	699,200	705,200	719,500
Employee Years by Activity				
Information and Graphic Services	8.6	8.6	8.8	9.0
Photographic and Video Services	<u>3.7</u>	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>
Total	12.3	12.6	12.8	13.0



ADMINISTRATION
BUREAU OF COMMUNICATIONS
PERSONNEL SUMMARY

FULL TIME POSITIONS				Information & Graphic Services	Photographic & Video Services
Br.	Title	Budget 2000-01	Proposed 2001-02		
35	Director, Communications	1	1	1	
28	Principal Communications Asst.	0	1	1	
27	Principal Communications Asst.	1	0		
25	Assistant to Dir. - Communications	1	0		
25	Principal Graphic Designer	0	1	1	
23	Assistant to Dir. - Communications	0	1	1	
23	Photolab Supervisor	1	1		1
23	Principal Graphic Designer	1	0		
23	Principal Television Technician	1	1		1
21	Sr. Communications Assistant	1	1	1	
18	Photographer II	1	1		1
18	Graphic Designer	1	1	1	
18	Senior Television Technician	1	1		1
15	Graphic Artist	1	1	1	
15	Secretary to Dir. - Communications	1	1	1	
EMPLOYEE YEARS					
Full Time		12.0	12.0	8.0	4.0
Overtime		0.0	0.0	0.0	0.0
Part Time, Temporary, Seasonal		1.0	1.0	1.0	0.0
Less: Vacancy Allowance		<u>0.2</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total		12.8	13.0	9.0	4.0

The Law Department attends to the City's legal business. It provides legal advice and advocacy to City Council, the Mayor, City departments, boards, and agencies. It prepares and interprets contracts and assists in labor negotiations and collective bargaining. It drafts local laws and ordinances. It reviews proposed New York State legislation affecting the City and researches New York State and Federal legislation. It handles acquisition, management, and disposal of properties and represents the City in civil, criminal, and bankruptcy proceedings. It also implements legal remedies to address quality-of-life and nuisance abatement issues.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	1,744,200	1,793,100	48,900
Employee Years	25.0	25.0	0.0

Change Detail

Salary & Wage <u>Adjustment</u>	General <u>Inflation</u>	<u>Chargebacks</u>	Vacancy <u>Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
2,800	7,200	300	0	0	38,600	48,900

Major Change

A temporary position created in 2000-01 to support the Homeownership Investment Program (HIP) is made permanent	43,600
Productivity measures decrease expense	-5,000

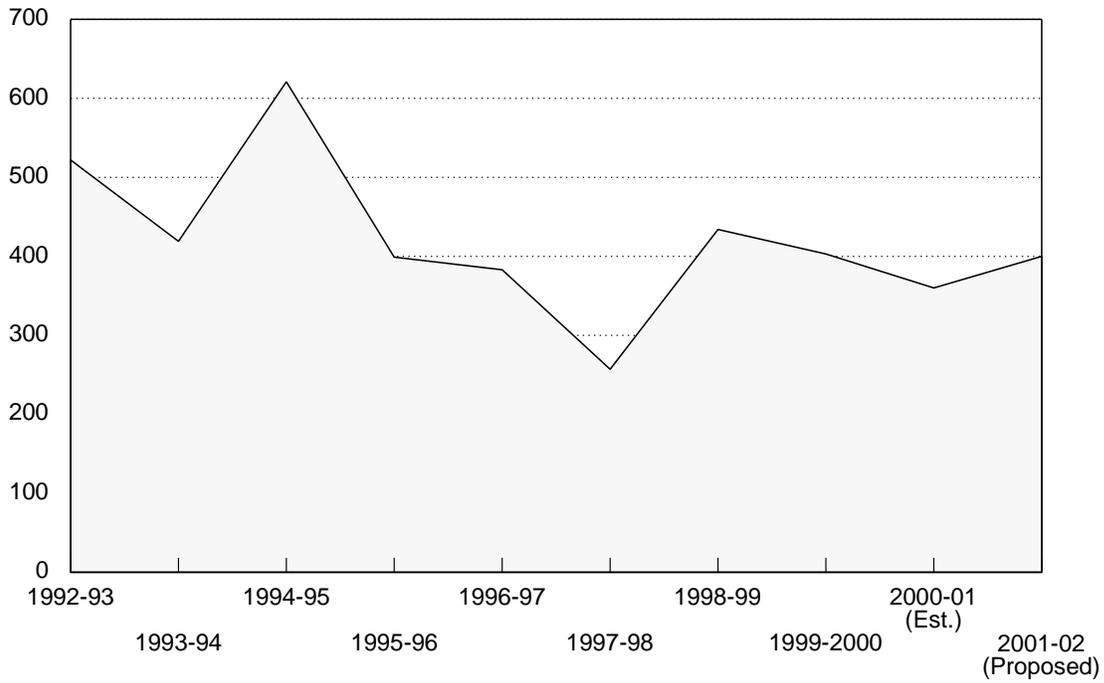
Program Change

More appeals of Municipal Codes Violation Bureau hearings and court decisions are being made due to less acceptance of adverse decisions. Real estate closings reflects the workload impact of HIP. Priority given to quality-of-life matters is seen in the continued increase in those cases.

Performance Indicators

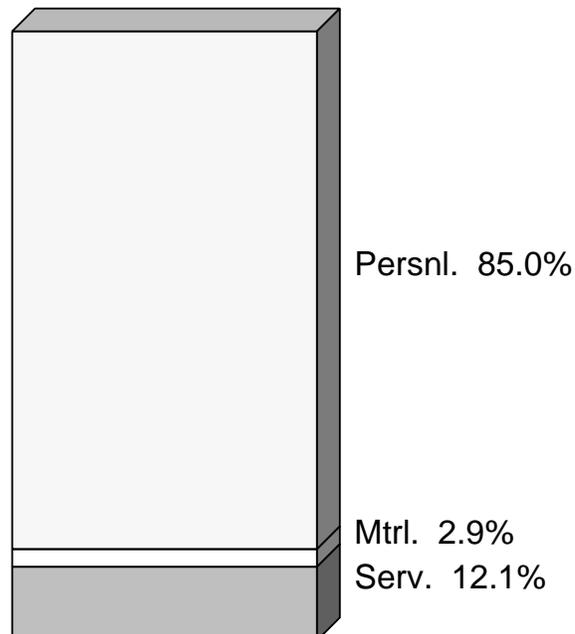
	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Claims filed against City	509	550	550	550
WORKLOAD				
Trials and arbitrations	81	100	80	100
Appeals	14	45	20	40
Collection cases	179	170	150	170
Bankruptcies	76	120	110	110
Motions and discovery	311	350	300	350
Administrative contests	164	150	200	180
Freedom of Information Law reviews & appeals	403	360	400	400
Real estate closings	593	850	680	900
Legislative items drafted	502	450	450	450
Contracts drafted	63	100	80	90
Contracts, bonds, liens reviewed	860	800	850	800
Quality-of-life and nuisance abatement inquiries, cases, contests & reviews	195	250	200	240

Freedom of Information Reviews & Appeals



ADMINISTRATION
LAW DEPARTMENT
EXPENDITURE SUMMARY

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	1,425,904	1,462,200	1,477,900	1,524,300
Materials & Supplies	46,411	47,600	48,400	52,500
Services	146,019	186,700	217,900	216,300
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	1,618,334	1,696,500	1,744,200	1,793,100
Appropriation by Activity				
Legal Services	1,618,334	1,696,500	1,744,200	1,793,100
Employee Years by Activity				
Legal Services	24.3	24.7	25.0	25.0



ADMINISTRATION
LAW DEPARTMENT
PERSONNEL SUMMARY

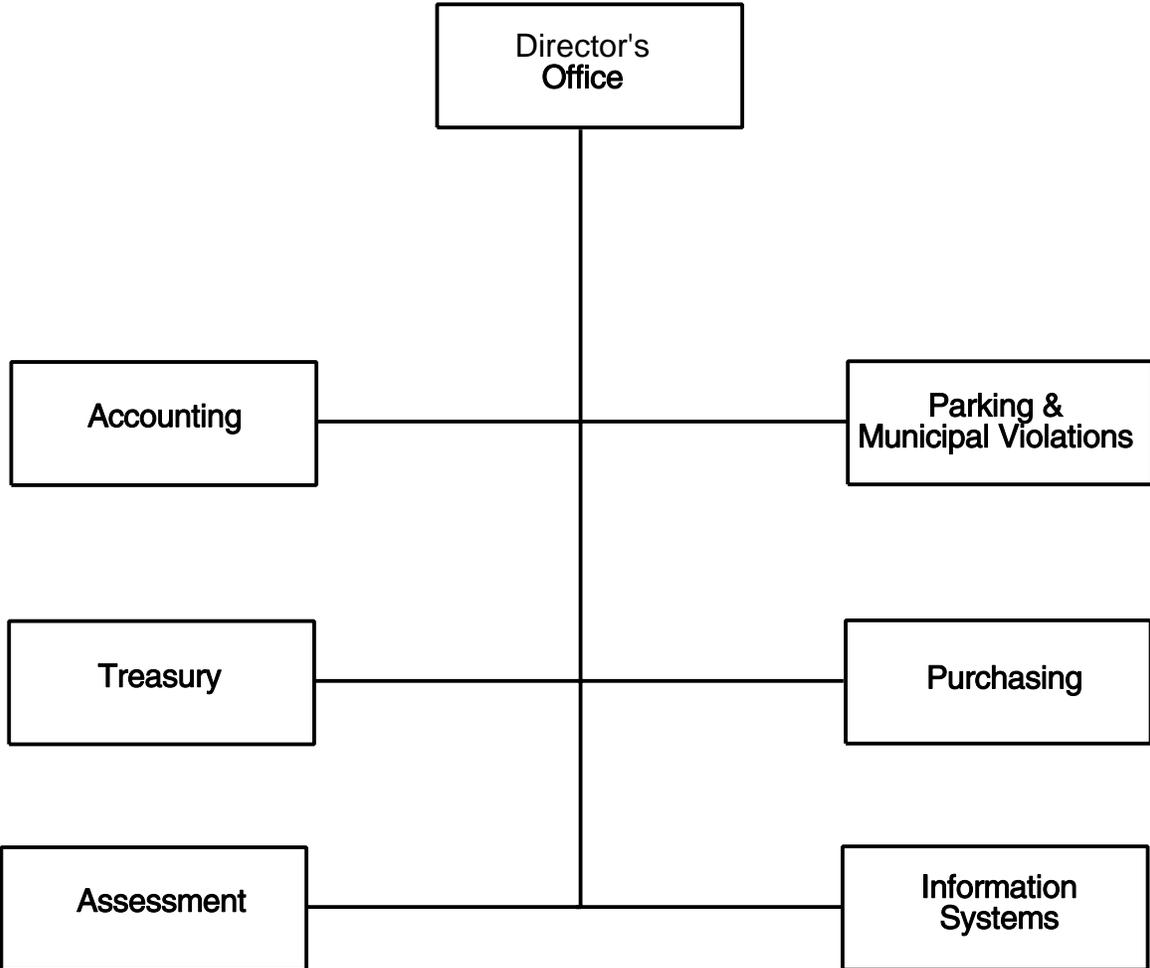
FULL TIME POSITIONS			
Br.	Title	Budget 2000-01	Proposed 2001-02
36	Corporation Counsel	1	1
34	Municipal Attorney IV	1	1
32	Municipal Attorney III	10	11
29	Municipal Attorney II	2	1
20	Assistant to Corporation Counsel	1	1
20	Legal Asst./Claims Investigator	1	1
20	Legal Asst./Collections/Foreclosures	1	1
20	Legal Asst./Real Estate	2	3
11	Senior Legal Secretary	3	3
9	Legal Secretary	2	2
EMPLOYEE YEARS			
	Full Time	24.0	25.0
	Overtime	0.0	0.0
	Part Time, Temporary, Seasonal	1.0	0.0
	Less: Vacancy Allowance	<u>0.0</u>	<u>0.0</u>
	Total	25.0	25.0

Purpose

The Department of Finance manages the City's financial affairs. It collects revenues, manages and invests cash, manages City debt, and controls financial processing. Its responsibilities include managing payroll, purchasing, and assessment operations, maintaining records and reports, enforcing financial policies and standards, and collecting and storing City records.

Organization

The Department is composed of seven units: the Director's Office, Accounting, Treasury, Assessment, Parking and Municipal Violations, Purchasing, and Information Systems.



DEPARTMENT OF FINANCE

Highlights of the Department's 2001-02 work program are presented below. Additional information for each bureau is included in the sections that follow.

<u>Bureau</u>	<u>Highlights</u>	<u>Projected Completion</u>
Director's Office	Implement direct payment for real property taxes	First Quarter
	Oversee relocation of Bureau of Information Systems and Police Information Systems to new Public Safety Building	Fourth Quarter
Accounting	Prepare Comprehensive Annual Financial Report for Fiscal Year 2000-01 in accordance with new national public sector standard requiring depreciation of all assets including infrastructure	Second Quarter
Assessment	Modernize assessment support software	Fourth Quarter
Parking & Municipal Violations	Begin out-of-state parking fine collection	First Quarter
	Accept fine payment via the internet	First Quarter

Year-to-Year Comparison

<u>Bureau</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>	<u>Change</u>	<u>Percent Change</u>
Director's Office	641,200	583,900	-57,300	-8.9%
Accounting	856,700	882,800	26,100	3.0%
Treasury	1,517,500	1,678,000	160,500	10.6%
Assessment	934,400	962,800	28,400	3.0%
Parking & Municipal Violations	774,500	797,900	23,400	3.0%
Purchasing	842,400	863,600	21,200	2.5%
Information Systems	<u>2,174,100</u>	<u>2,339,600</u>	<u>165,500</u>	7.6%
Total	7,740,800	8,108,600	367,800	4.8%
Less: Intrafund Credit	<u>800,000</u>	<u>860,900</u>	<u>60,900</u>	7.6%
Total	6,940,800	7,247,700	306,900	4.4%
Employee Years	134.9	142.1	7.2	5.3%

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
143,900	26,200	49,300	0	-10,500	98,000	306,900

Major Change

Contract with New York State to microfilm marriage records will not recur	-75,000
Information Systems assumes responsibility for the City's Web-Site	65,600
Information Systems will provide support for upgrade of procedures, systems and related technology in the Bureau of Human Resource Management	52,700
Seasonal and other peak demand periods require additional personnel in Treasury and includes a reduction in the need for related contractual services	38,800
An on-call position is added in Duplicating Services to assist with peak demand periods	10,500
Consultant services for bond and note sales increase to support four such sales in 2001-02	9,000
A position is added in Information Services as previously contracted services now exceed the cost of a position with the bureau	-6,000
Seasonal personnel are added to assist with financial reporting in Accounting	4,400

DEPARTMENT OF FINANCE
EXPENDITURE SUMMARY

	Actual 1999-2000	Estimated 2000-01	Amended 2000-01	Proposed 2001-02
Appropriation by Major Object				
Personnel Expenses	5,439,277	5,535,500	5,656,100	6,014,000
Materials & Supplies	188,149	183,100	213,000	206,600
Services	1,753,794	1,766,000	1,871,700	1,888,000
Other	0	0	0	0
Total	<u>7,381,220</u>	<u>7,484,600</u>	<u>7,740,800</u>	<u>8,108,600</u>
Less: Intrafund Credit*	<u>704,800</u>	<u>796,200</u>	<u>800,000</u>	<u>860,900</u>
Total	<u>6,676,420</u>	<u>6,688,400</u>	<u>6,940,800</u>	<u>7,247,700</u>

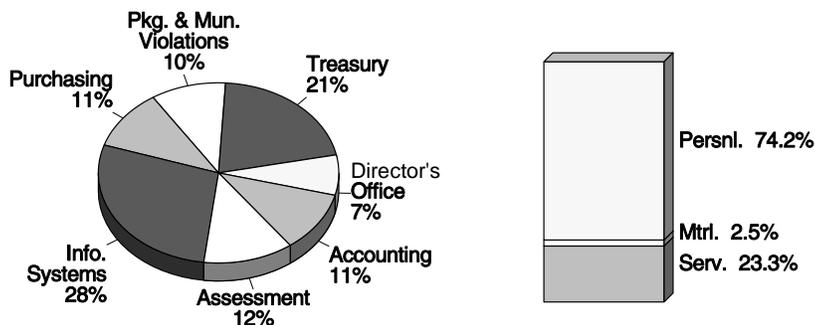
Appropriation by Activity

Director's Office	567,871	648,800	641,200	583,900
Accounting	837,001	844,100	856,700	882,800
Treasury	1,471,557	1,555,900	1,517,500	1,678,000
Assessment	985,593	890,300	934,400	962,800
Parking & Municipal Violations	661,309	689,400	774,500	797,900
Purchasing	783,245	775,300	842,400	863,600
Information Systems	<u>2,074,644</u>	<u>2,080,800</u>	<u>2,174,100</u>	<u>2,339,600</u>
Total	<u>7,381,220</u>	<u>7,484,600</u>	<u>7,740,800</u>	<u>8,108,600</u>
Less: Intrafund Credit*	<u>704,800</u>	<u>796,200</u>	<u>800,000</u>	<u>860,900</u>
Total	<u>6,676,420</u>	<u>6,688,400</u>	<u>6,940,800</u>	<u>7,247,700</u>

Employee Years by Activity

Director's Office	8.4	8.9	8.3	8.5
Accounting	19.1	19.1	19.0	19.2
Treasury	26.4	25.5	24.5	26.2
Assessment	19.8	19.8	19.9	19.9
Parking & Municipal Violations	17.0	17.0	17.2	17.2
Purchasing	13.1	13.1	13.0	13.4
Information Systems	<u>32.4</u>	<u>32.7</u>	<u>33.0</u>	<u>37.7</u>
Total	<u>136.2</u>	<u>136.1</u>	<u>134.9</u>	<u>142.1</u>

*Reflects chargeback for postage, duplicating, Geographic Information System (GIS)



Administration and records management are the primary responsibilities of this office.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Implement direct payment for real property taxes	First Quarter
Oversee relocation of Bureau of Information System and Police Information Systems to new Public Safety Building	Fourth Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	641,200	583,900	-57,300
Employee Years	8.3	8.5	0.2

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
3,500	4,700	-500	0	1,000	-66,000	-57,300

Major Change

Contract with New York State to microfilm marriage records will not recur	-75,000
Consultant services for bond and note sales increase to support four such sales in 2001-02	9,000

DIRECTOR'S OFFICE

The Director of Finance manages the Department of Finance, supervises the City's debt and risk management activities, administers and enforces Federal and New York State labor standards in construction projects, and monitors Minority/Women Business Enterprise (M/WBE) contract compliance. The Contract Administrator monitors prime contracts only. Sub-contractor audits are limited to payroll. Sub-contracts themselves are not monitored. The Office provides central planning, programming, and development services to the bureaus of the Department.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Outstanding debt (\$000)	356,904	342,284	345,824	353,356
Federal construction contracts*	1	0	3	4
Non-Federal construction contracts*	350	418	325	377
WORKLOAD				
Bond and note sales	3	3	3	4
Bond and note sales value (\$000)	266,133	142,290	135,460	120,782
Construction site inspections	688	560	474	753
Construction payment applications reviewed	1,980	2,378	1,950	2,168

DEPARTMENT OF FINANCE
DIRECTOR'S OFFICE

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
RESULTS				
Federal construction contracts				
● M/WBE prime contracts	0	0	0	0
● M/WBE sub-contracts	7	0	0	12
Non-Federal construction contracts				
● M/WBE prime contracts	24	12	14	20
● M/WBE sub-contracts	170	150	264	76

*Includes demolitions; demolition contracts transferred from Federal to Non-Federal category

RECORDS MANAGEMENT

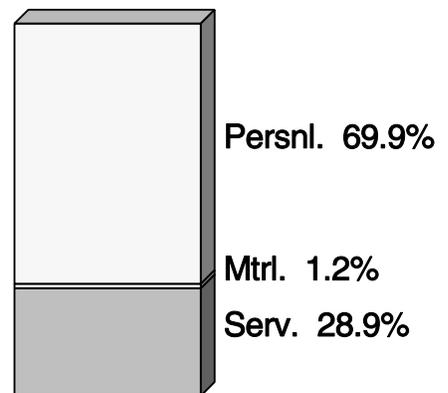
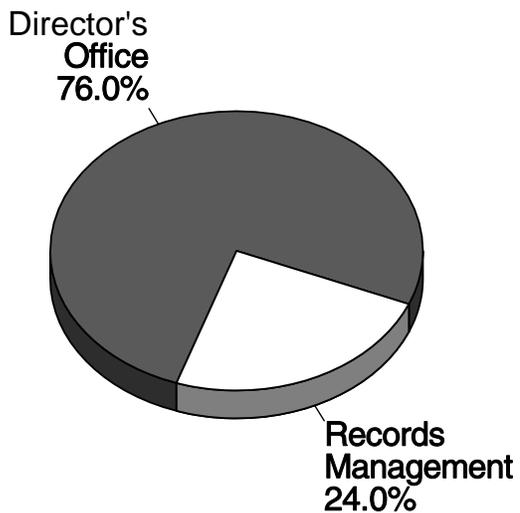
Records Management stores and retrieves City records. It also conducts record and file inventories, microfilms relevant records, and purges duplicate or redundant records and those that conform to the disposal schedules of the New York State Education Department.

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
DEMAND				
Record retrieval requests	2,256	1,500	1,800	1,580
WORKLOAD				
Records disposed - cu. ft.	545	744	850	850
Images microfilmed	754	760	875	780
Record retrieval requests completed	2,172	1,440	1,765	1,517

DEPARTMENT OF FINANCE
DIRECTOR'S OFFICE
EXPENDITURE SUMMARY

	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Appropriation by Major Object				
Personnel Expenses	393,905	407,500	403,400	408,100
Materials & Supplies	4,701	5,300	5,000	7,000
Services	169,265	236,000	232,800	168,800
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	567,871	648,800	641,200	583,900
Appropriation by Activity				
Director's Office	396,543	419,700	426,400	441,100
Records Management	<u>171,328</u>	<u>229,100</u>	<u>214,800</u>	<u>142,800</u>
Total	567,871	648,800	641,200	583,900
Employee Years by Activity				
Director's Office	5.1	5.2	5.1	5.2
Records Management	<u>3.3</u>	<u>3.7</u>	<u>3.2</u>	<u>3.3</u>
Total	8.4	8.9	8.3	8.5



DEPARTMENT OF FINANCE
DIRECTOR'S OFFICE
PERSONNEL SUMMARY

FULL TIME POSITIONS				Director's Office	Records Management
Br.	Title	Budget 2000-01	Proposed 2001-02		
36	Director of Finance	1	1	1	
24	Contract Administrator	1	1	1	
24	Records Mgmt. Coordinator	1	1		1
20	Asst. Records Mgmt. Coordinator	1	1		1
18	Secretary to Director	0	1	1	
16	Secretary to Director	1	0		
16	Wage & Hour Investigator	1	1	1	
15	Accountant	1	1	1	
5	Microfilm Operator	1	1		1
EMPLOYEE YEARS					
	Full Time	8.0	8.0	5.0	3.0
	Overtime	0.1	0.2	0.2	0.0
	Part Time, Temporary, Seasonal	0.2	0.3	0.0	0.3
	Less: Vacancy Allowance	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	Total	8.3	8.5	5.2	3.3

Accounting reviews, processes, and maintains records of City financial transactions, thus providing information on the City's financial position. It processes payrolls and oversees the fiscal component of Federal and New York State grant programs.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Prepare Comprehensive Annual Financial Report for Fiscal Year 2000-01 in accordance with new national public sector standard requiring depreciation of all assets including infrastructure	Second Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	856,700	882,800	26,100
Employee Years	19.0	19.2	0.2

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
23,400	600	-2,100	0	-200	4,400	26,100

Major Change

Seasonal personnel are added to assist with financial reporting	4,400
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ADMINISTRATION

This activity manages the Bureau and sets and maintains standards resulting in accurate and efficient accounting services.

ACCOUNTING SERVICES

This activity maintains general ledger and subsidiary records, reconciles bank statements, and prepares financial statements.

ACCOUNTS PAYABLE/DATA INPUT

This unit receives and audits claim vouchers, the form used by departments to pay vendors. It administers and processes contracts, travel authorizations, and appropriation transfers. It processes documents approved for payment, adjusts account balances, and enters new balances into the Financial Information System.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Transactions requested	95,685	95,700	94,200	95,700

DEPARTMENT OF FINANCE
ACCOUNTING

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
WORKLOAD				
Vouchers audited and input	49,693	49,700	49,500	49,700
Appropriation transfers input	7,140	7,100	6,400	6,400
Account lines set up	5,715	5,700	5,200	5,200
Cash transactions input	22,661	22,700	23,000	23,000
Encumbrances set up	10,476	10,500	10,100	10,500

PAYROLL

This unit issues paychecks to each employee and certain pensioners. It prepares necessary payroll-related regulatory reports for Federal, New York State, and other agencies, and performs accounting functions related to health and dental insurance.

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
DEMAND				
Payrolls Required	175	176	176	176
WORKLOAD				
Checks issued	132,754	133,000	130,350	133,000
Payrolls prepared	175	176	176	176

GRANT ACCOUNTING

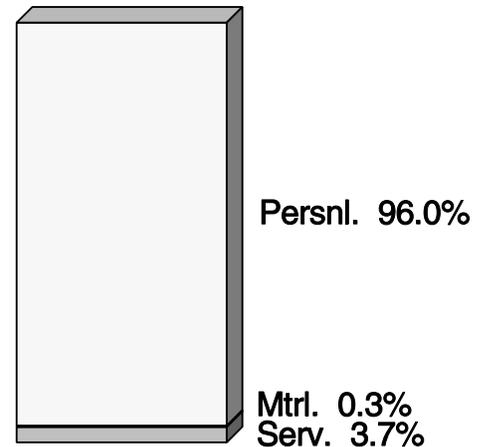
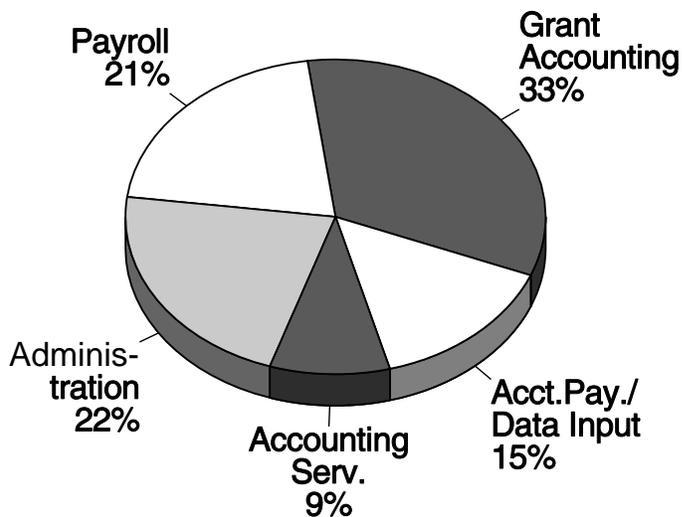
This unit prepares financial reports, assists in audits, and provides centralized accounting for Federal and New York State grants. It reviews grant budgets and monitors loan programs. It also maintains certain receivable files and administers payments in lieu of taxes.

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
DEMAND				
Federal and New York State grants	106	95	90	90
Loan types	28	28	28	28
Residential property improvement loans serviced	620	585	650	550
In lieu of tax agreements	109	104	109	104
WORKLOAD				
Audits reviewed	22	20	20	20
Reports	685	585	700	550
Accounts receivable billings	9,350	9,275	9,300	9,300
Cash requests	2,467	2,400	900	2,400

DEPARTMENT OF FINANCE
ACCOUNTING
EXPENDITURE SUMMARY

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	797,431	805,200	819,100	847,100
Materials & Supplies	2,503	2,800	3,000	3,000
Services	37,067	36,100	34,600	32,700
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	837,001	844,100	856,700	882,800
Appropriation by Activity				
Administration	182,716	185,200	189,600	190,800
Accounting Services	70,848	73,300	73,100	80,400
Accounts Payable/Data Input	135,590	129,400	132,300	136,700
Payroll	178,768	183,800	179,500	186,200
Grant Accounting	<u>269,079</u>	<u>272,400</u>	<u>282,200</u>	<u>288,700</u>
Total	837,001	844,100	856,700	882,800
Employee Years by Activity				
Administration	2.0	2.0	2.0	2.0
Accounting Services	2.0	2.0	2.0	2.1
Accounts Payable/Data Input	4.0	4.0	4.0	4.1
Payroll	4.1	4.1	4.0	4.0
Grant Accounting	<u>7.0</u>	<u>7.0</u>	<u>7.0</u>	<u>7.0</u>
Total	19.1	19.1	19.0	19.2



DEPARTMENT OF FINANCE
ACCOUNTING
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Accounting Services	Accounts Payable/ Data Input	Payroll	Grant Accounting
Br.	Title	Budget 2000-01	Proposed 2001-02					
33	Director, Accounting	1	1	1				
28	Assistant Director, Accounting	1	1	1				
26	Payroll Systems Supervisor	1	1				1	
26	Principal Finance Officer	1	1					1
20	Senior Accountant	5	5		1	1	1	2
18	Payroll Auditor	1	1				1	
17	Payroll Technician	1	1				1	
16	Administrative Assistant	1	1					1
15	Accountant	2	3		1			2
12	Junior Accountant	1	0					
9	Clerk II	1	1			1		
9	Clerk II with Typing	3	3			2		1
EMPLOYEE YEARS								
Full Time		19.0	19.0	2.0	2.0	4.0	4.0	7.0
Overtime		0.0	0.0	0.0	0.0	0.0	0.0	0.0
Part Time, Temporary, Seasonal		0.0	0.2	0.0	0.1	0.1	0.0	0.0
Less: Vacancy Allowance		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total		19.0	19.2	2.0	2.1	4.1	4.0	7.0

Treasury collects all monies owed to the City, including taxes and water bills. It has care and custody, including investment responsibility, of all resources of the City and the City School District. The Bureau disburses funds according to policies and regulations. It meters and posts U.S. Mail and provides messenger services to City departments.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	1,083,600	1,189,600	106,000
Employee Years	24.5	26.2	1.7

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
15,400	3,700	50,100	0	-2,000	38,800	106,000

Major Change

Seasonal and other peak demand periods require additional personnel in Cash Control, Tax Accounting, and Mail and Messenger and include a reduction in the need for related contractual services 38,800

ADMINISTRATION

This activity manages and supervises Treasury operations and invests City and City School District funds to generate interest income. It also maintains the City's cash ledger.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Average daily cash ledger balance (\$000)	222,173	236,030	233,000	239,500
WORKLOAD				
Average daily invested cash bank balance (\$000)	222,173	238,400	233,000	239,500

CASH CONTROL

Cash Control receives and deposits all revenue for the City and the City School District, disburses all City funds, countersigns and distributes payroll checks, processes tax, water, and refuse bills, sells bus passes and parking stamps. The unit also processes travel vouchers and prepares and indexes claim vouchers and water payments for microfilming.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Bills received for processing:				
● Tax bills	195,570	209,000	209,000	209,000
● Water bills	187,661	187,000	190,000	186,500
● Commercial refuse bills	7,389	7,500	7,500	7,500

DEPARTMENT OF FINANCE
TREASURY

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
WORKLOAD				
Cash disbursements	46,799	47,000	47,000	47,000
Payments processed:				
• Tax bills	195,570	209,000	209,000	209,000
• Water bills	187,661	187,000	190,000	186,500
• Commercial refuse bills	7,389	7,500	7,500	7,500
Development loan payments processed	7,554	7,500	7,100	7,600

TAX ACCOUNTING

This activity maintains tax receivable records and collects delinquent tax payments. It applies tax payments to the proper accounts and enters necessary adjustments and cancellations. In addition to responding to inquiries from taxpayers about their accounts, Tax Accounting maintains and posts a separate file for property rehabilitation and code enforcement charges. Delinquent account payments are collected, tax payment agreements administered, and foreclosure actions initiated as provided under New York State law.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Tax accounts	67,621	67,700	67,700	67,700
Delinquent tax accounts	8,706	9,000	8,700	8,900
Delinquent tax balance (\$000)	21,276	21,406	21,600	21,800
Prior years tax agreements	495	580	475	600
Requests for new tax agreements	240	300	310	300
WORKLOAD				
Tax adjustments made	1,515	1,500	1,600	1,600
Foreclosure notices mailed	2,932	3,145	2,700	3,200
Tax agreement applications	240	300	320	300
EFFICIENCY				
Percent of delinquent taxes collected	45.7	45.1	49.3	45.0
RESULTS				
Tax agreements processed	240	300	300	300
City initiated foreclosures	253	313	230	320
Actual foreclosure sales	253	313	260	320
Defaulted tax agreements	18	13	30	20
Properties redeemed before foreclosure	1,761	1,884	2,000	2,000
Delinquent taxes collected (\$000)	9,726	9,646	10,300	9,810

MAIL & MESSENGER SERVICE

This activity processes all interdepartmental and outgoing mail from City facilities, processes U.S. mail for the bureau, acts as liaison to the U.S. Postal Service, processes and dispatches all City billings, and provides logistical support to City departments for targeted mailings. Its messengers deliver daily mail to outlying City facilities, make necessary special deliveries, and provide transportation services.

DEPARTMENT OF FINANCE
TREASURY

4-15

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2000-02</u>
DEMAND				
Outgoing mail (000)	1,273	1,271	1,175	1,300
Incoming mail (000)	195	209	209	209
Interdepartmental mail(000)	260	260	260	260
WORKLOAD				
Items sorted, classed, and dispatched (000)	1,730	1,728	1,644	1,756

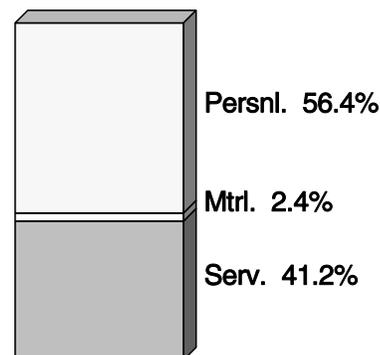
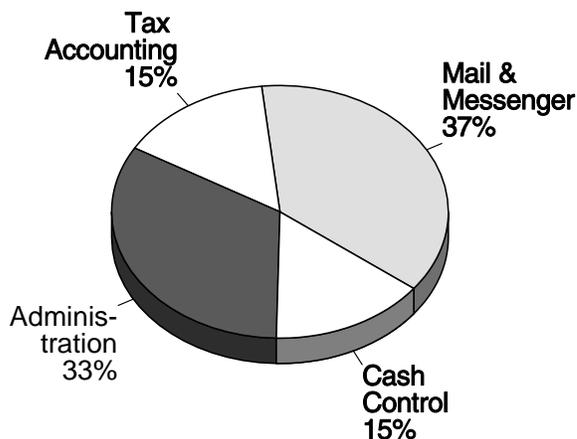
Chargebacks

<u>Department/Bureau</u>	<u>2000-01</u>	<u>2001-02</u>	<u>Department/Bureau</u>	<u>2000-01</u>	<u>2001-02</u>
CITY COUNCIL & CLERK ADMINISTRATION	7,900	8,100	ECONOMIC DEVELOPMENT		
Mayors Office	6,600	6,800	Administration	8,400	8,700
Pathways to Peace	600	600	Municipal Parking	<u>300</u>	<u>300</u>
Special Projects	2,000	2,100	TOTAL:	8,700	9,000
NET	25,600	38,900	ENVIRONMENTAL SERVICES		
Budget	400	400	Commissioner	117,500	121,100
Audit	100	100	Engineering	4,000	4,100
Human Resources Mgt.	13,000	13,400	Operations	1,700	1,800
Communications	2,200	2,300	Water & Lighting	600	600
Law	<u>4,900</u>	<u>5,000</u>	Equipment Services	<u>200</u>	<u>200</u>
TOTAL:	55,400	69,600	TOTAL:	124,000	127,800
FINANCE			EMERGENCY COMMUNICATIONS		2,400
Director's Office	2,000	2,100		2,300	
Accounting	3,600	3,700	POLICE	31,300	32,300
Treasury	51,100	81,600	FIRE	1,400	1,400
Assessment	27,900	28,700	PARKS, RECREATION AND HUMAN SERVICES		
Parking & Municipal Violations	59,100	60,900	Commissioner	1,900	2,600
Purchasing	12,700	13,100	Parks & Recreation	4,300	5,400
Information Systems	<u>300</u>	<u>300</u>	Special Services	2,500	500
TOTAL:	156,700	190,400	Human Services	<u>9,200</u>	<u>9,700</u>
COMMUNITY DEVELOPMENT			TOTAL:	17,900	18,200
Commissioner	3,000	2,500	CITY TOTAL	435,200	489,700
Neighborhood Initiatives	0	600	Interfund	1,300	1,300
Buildings & Zoning	17,000	17,500	Intrafund	433,900	488,400
Housing & Project Dev.	7,000	7,200	CITY TOTAL	435,200	489,700
Planning	<u>2,600</u>	<u>2,700</u>			
TOTAL:	29,600	30,500			

DEPARTMENT OF FINANCE
TREASURY
EXPENDITURE SUMMARY

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	843,234	920,300	893,100	946,800
Materials & Supplies	37,885	39,500	39,500	40,500
Services	590,438	596,100	584,900	690,700
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	1,471,557	1,555,900	1,517,500	1,678,000
Less: Intrafund Credit*	<u>359,200</u>	<u>430,100</u>	<u>433,900</u>	<u>488,400</u>
Total	1,112,357	1,125,800	1,083,600	1,189,600
Appropriation by Activity				
Administration	525,185	598,100	546,500	550,000
Cash Control	227,901	261,600	211,400	244,800
Tax Accounting	151,848	159,900	236,200	244,200
Mail and Messenger Service	<u>566,623</u>	<u>536,300</u>	<u>523,400</u>	<u>639,000</u>
Total	1,471,557	1,555,900	1,517,500	1,678,000
Less: Intrafund Credit*	<u>359,200</u>	<u>430,100</u>	<u>433,900</u>	<u>488,400</u>
Total	1,112,357	1,125,800	1,083,600	1,189,600
Employee Years by Activity				
Administration	9.0	7.6	7.0	7.0
Cash Control	7.9	7.3	6.9	7.9
Tax Accounting	6.1	7.1	7.4	7.7
Mail and Messenger Service	<u>3.4</u>	<u>3.5</u>	<u>3.2</u>	<u>3.6</u>
Total	26.4	25.5	24.5	26.2

*Reflects chargeback for postage



DEPARTMENT OF FINANCE
TREASURY
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Cash Control	Tax Accounting	Mail & Messenger Service
Br.	Title	Budget 2000-01	Proposed 2001-02				
33	City Treasurer	1	1	1			
28	Deputy Treasurer	1	1	1			
24	Sr. Administrative Analyst	1	1	1			
20	Senior Accountant	3	3	2		1	
18	Head Cashier	1	1		1		
15	Accountant	1	1	1			
15	Principal Account Clerk	1	1		1		
14	Senior Resource Collector	1	1			1	
13	Senior Cashier/Bilingual	1	1		1		
12	Junior Accountant	2	2	1		1	
12	Mailroom Coordinator	1	1				1
12	Resource Collector	2	2			2	
9	Clerk II	1	2		2		
9	Clerk II with Typing	1	1		1		
7	Clerk III with Typing	2	2			2	
6	Interdept. Messenger	2	2				2
5	Account Clerk/ Bilingual	1	1		1		
EMPLOYEE YEARS							
	Full Time	23.0	24.0	7.0	7.0	7.0	3.0
	Overtime	0.7	0.7	0.1	0.3	0.1	0.2
	Part Time, Temporary, Seasonal	0.9	1.6	0.0	0.6	0.6	0.4
	Less: Vacancy Allowance	<u>0.1</u>	<u>0.1</u>	<u>0.1</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	Total	24.5	26.2	7.0	7.9	7.7	3.6

**DEPARTMENT OF FINANCE
ASSESSMENT**

This Bureau assesses every real estate parcel in the City, and maintains necessary maps, records, and documents. It answers public inquiries, processes applications for tax exemptions, and handles appeals to the Board of Assessment Review. Every year the Bureau prepares the assessment roll, which is the basis for City and County property taxes. Beginning in 1998-99 New York State enacted the School Tax Relief Program (STAR) within section 425 of the Real Property Tax Law. The program provides an exemption from property taxes for owner-occupied primary residences. There are two types of STAR programs: the first, called Enhanced STAR, is only for property owners 65 years of age or older, with incomes of less than \$60,000. Annual application is required for this exemption. The second, called Basic STAR, is for all other home owners regardless of age.

The 2001-02 work plan includes the following:

Objective**Projected Completion**

Modernize assessment support software

Foruth Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	934,400	962,800	28,400
Employee Years	19.9	19.9	0.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
26,100	2,000	1,300	0	-1,000	0	28,400

ADMINISTRATION

This activity manages and supervises the Bureau.

RECORDS

This activity records City real estate transfers and changes in assessment and exemption value. It prepares, mails, and processes applications for exemption programs and reports. It prepares and publishes assessment rolls and responds to inquiries from citizens.

APPRAISAL

Appraisal inspects properties and calculates assessments based on these inspections. It inspects tax exempt properties and properties whose owners apply for exempt status to confirm that they comply with applicable laws and eligibility standards. Appraisal also inspects properties for which building permits have been issued and records any changes in assessed value. It processes applications, complaints, and appeals to the Board of Assessment Review.

Performance Indicators

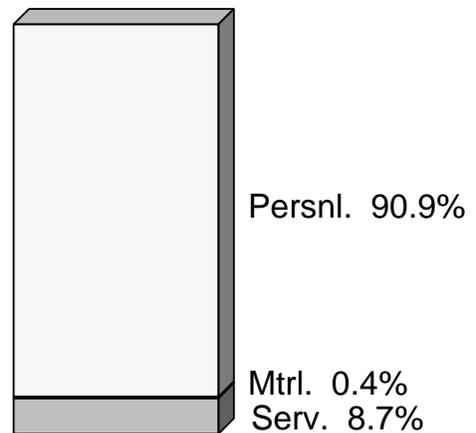
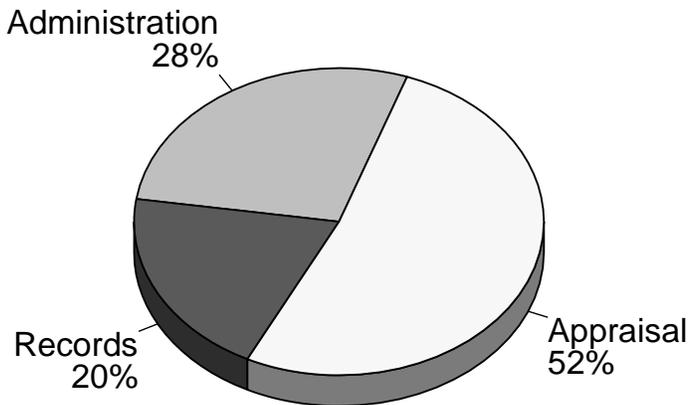
	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Properties in City	67,700	67,700	67,700	67,700
WORKLOAD				
Owner requests for review	3,186	1,500	3,000	2,500
Reviews performed:				
● Sales	1,781	2,600	1,800	2,200
● Building permits	4,228	4,300	4,400	4,400
● Exemptions: New and renewal	14,944	15,000	17,500	16,000
Revaluation Related				
● Data entry on City properties	5,618	7,000	6,400	7,000
● Notices and Letters	117,582	64,000	60,000	65,000

**DEPARTMENT OF FINANCE
ASSESSMENT
EXPENDITURE SUMMARY**

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	873,329	819,500	846,500	875,900
Materials & Supplies	8,493	3,500	3,500	3,500
Services	103,771	67,300	84,400	83,400
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	985,593	890,300	934,400	962,800

Appropriation by Activity				
Administration	368,330	288,400	257,500	269,700
Records	159,030	147,400	191,900	187,800
Appraisal	<u>458,233</u>	<u>454,500</u>	<u>485,000</u>	<u>505,300</u>
Total	985,593	890,300	934,400	962,800

Employee Years by Activity				
Administration	4.1	3.0	3.0	3.0
Records	5.7	6.8	6.8	6.8
Appraisal	<u>10.0</u>	<u>10.0</u>	<u>10.1</u>	<u>10.1</u>
Total	19.8	19.8	19.9	19.9



DEPARTMENT OF FINANCE
ASSESSMENT
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Records	Appraisal
Br.	Title	Budget 2000-01	Proposed 2001-02			
33	Assessor	1	1	1		
28	Deputy City Assessor	1	1	1		
27	Commercial Appraiser	1	1			1
27	Supervising Real Prop. Appraiser	0	1			1
25	Supervising Real Prop. Appraiser	1	0			
20	Real Property Appraiser	8	8			8
11	Secretary	1	1	1		
9	Clerk II	1	1		1	
7	Clerk III w/Typing	4	4		4	
EMPLOYEE YEARS						
	Full Time	18.0	18.0	3.0	5.0	10.0
	Overtime	0.3	0.3	0.0	0.2	0.1
	Part Time, Temporary, Seasonal	1.6	1.6	0.0	1.6	0.0
	Less: Vacancy Allowance	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	Total	19.9	19.9	3.0	6.8	10.1

**DEPARTMENT OF FINANCE
PARKING & MUNICIPAL VIOLATIONS**

Parking and Municipal Violations enforces parking, dog control, and other provisions of the Municipal Code. It conducts an administrative adjudication system that provides hearings for violators who contest summonses or fail to pay fines within a specified period. The Bureau also prepares a civil judgment roll for judicial certification, administers contracts with commercial collection agencies, and certifies scofflaws to the New York State Department of Motor Vehicles (DMV).

The 2001-02 work plan includes the following:

Objective	Projected Completion
Begin out-of-state parking fine collections	First Quarter
Accept fine payment via the internet	First Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	774,500	797,900	23,400
Employee Years	17.2	17.2	0.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
20,000	3,700	2,500	0	-2,800	0	23,400

ADMINISTRATION

This activity manages the Bureau, prepares required reports, and responds to citizen complaints and inquiries.

ACCOUNTS RECEIVABLE & ENFORCEMENT

This activity receives and processes payments of penalties and fines and maintains daily financial records. This activity also prepares and enforces civil judgements against parking offenders and municipal code violators, prepares and enforces scofflaw notices, and administers contracts with commercial collection agencies.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Tickets issued:				
● Parking	116,029	117,800	117,800	118,200
● Dog code violations	2,235	2,108	2,500	2,300
● Municipal Code	6,800	6,938	9,000	7,000
Parking cases placed in judgment	32,921	32,444	32,000	32,000
Scofflaws certified	3,261	3,300	3,700	3,400
WORKLOAD				
Payments processed:				
● By mail	194,100	192,100	193,000	193,000
● In person	23,800	22,763	23,500	23,500

DEPARTMENT OF FINANCE
PARKING & MUNICIPAL VIOLATIONS

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
RESULTS				
Judgment cases prepared	32,921	33,500	33,500	33,500
Scofflaw clearances issued	1,500	1,400	1,400	1,400
Satisfaction notices prepared	12,400	12,200	12,200	12,200

ADJUDICATION

This activity schedules hearings for municipal code violations, compiles hearing dockets, prepares and mails hearing notice, maintains records of proceedings, and processes appeals.

Performance Indicators

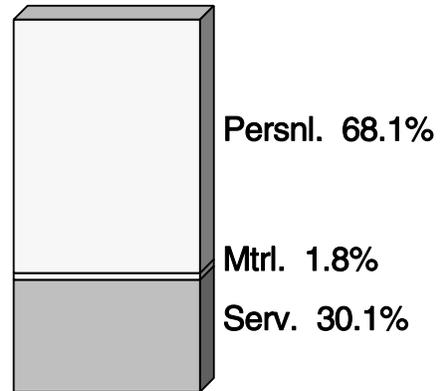
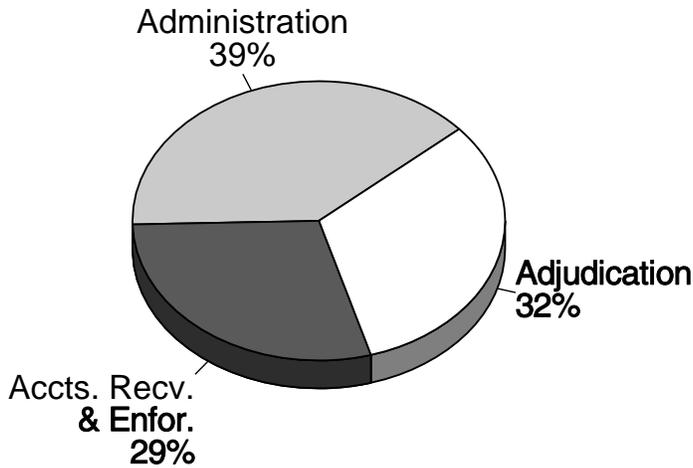
	Actual <u>1998-99</u>	Estimated <u>1999-2000</u>	Budget <u>1999-2000</u>	Budget <u>2000-01</u>
DEMAND				
Parking tickets issued	116,029	117,800	117,800	118,200
Hearing notices prepared	3,000	3,800	3,800	3,800
WORKLOAD				
Cases heard:				
● Parking	12,400	11,900	11,900	12,400
● Municipal code	3,100	3,200	3,200	3,200
Default cases processed:				
● Parking	32,921	32,000	32,000	32,000
● Municipal code	7,381	7,300	7,300	7,300

**DEPARTMENT OF FINANCE
PARKING & MUNICIPAL VIOLATIONS
EXPENDITURE SUMMARY**

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	473,417	512,800	522,100	544,100
Materials & Supplies	17,116	11,500	11,500	14,000
Services	170,776	165,100	240,900	239,800
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	661,309	689,400	774,500	797,900

Appropriation by Activity				
Administration	232,704	256,100	289,900	312,100
Accounts Receivable & Enforcement	218,646	242,600	228,500	226,600
Adjudication	<u>209,959</u>	<u>190,700</u>	<u>256,100</u>	<u>259,200</u>
Total	661,309	689,400	774,500	797,900

Employee Years by Activity				
Administration	3.3	3.3	3.3	3.3
Accounts Receivable & Enforcement	7.2	7.3	7.5	7.5
Adjudication	<u>6.5</u>	<u>6.4</u>	<u>6.4</u>	<u>6.4</u>
Total	17.0	17.0	17.2	17.2



DEPARTMENT OF FINANCE
 PARKING & MUNICIPAL VIOLATIONS
 PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Accounts Receivable & Enforcement	Adjudication
Br.	Title	Budget 2000-01	Proposed 2001-02			
31	Director of Parking Violations	1	1	1		
26	Asst. Director, Parking Violations	1	1	1		
20	Executive Assistant	0	1		1	
18	Head Account Clerk	1	0			
11	Secretary	1	1	1		
9	Clerk II	1	1		1	
7	Clerk III	7	7		2	5
7	Clerk III, Bilingual	1	1		1	
5	Account Clerk	1	1		1	
3	Clerk IV	1	2		1	1
3	Clerk Typist	1	0			
EMPLOYEE YEARS						
	Full Time	16.0	16.0	3.0	7.0	6.0
	Overtime	0.0	0.0	0.0	0.0	0.0
	Part Time, Temporary, Seasonal	1.3	1.3	0.3	0.6	0.4
	Less: Vacancy Allowance	<u>0.1</u>	<u>0.1</u>	<u>0.0</u>	<u>0.1</u>	<u>0.0</u>
	Total	17.2	17.2	3.3	7.5	6.4

**DEPARTMENT OF FINANCE
PURCHASING**

This Bureau purchases or leases all material, supplies, equipment, and contract services necessary for the City to perform its tasks. It writes specifications for items, obtains written and verbal quotes from vendors, solicits, analyzes and awards bids, and issues contracts and purchase orders. Purchasing ensures that contractors employed by the City comply with Federal and New York State labor standards and all applicable legal requirements. The Bureau provides central duplicating and office supply services to City departments and disposes of surplus property.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	602,900	621,100	18,200
Employee Years	12.0	12.2	0.2

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
9,200	300	600	0	-2,400	10,500	18,200

Major Change

An on-call position is added in Duplicating Services to assist with peak demand periods	10,500
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PURCHASING

This activity prepares specifications, obtains price quotes, generates purchase orders from requisitions received from City departments, administers the competitive bidding process, and disposes of surplus property. It also provides general administration for the Bureau.

The City's Minority/Women Business Enterprise program (M/WBE) identifies opportunities and provides assistance to minority firms interested in doing business with City agencies.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Requisitions received	5,071	4,900	4,700	5,000
Contracts/projects received:				
• Construction*	77	77	77	87
• Construction (M/WBE)*	231	264	264	300
• Supplies/services	256	280	300	300
Call numbers requested**	2,541	3,000	3,100	3,200

DEPARTMENT OF FINANCE
PURCHASING

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
WORKLOAD				
Informal quotes obtained	1,219	1,300	1,200	1,400
Bids advertised	256	340	350	360
Contracts awarded:				
• Construction (\$000)	43,095	37,900	32,420	42,500
• Construction-M/WBE (\$000)	6,384	5,700	4,860	6,400
• Supplies/services	542	600	600	600
Purchase orders issued	5,098	5,200	5,000	5,300
Call numbers issued**	2,541	3,000	3,100	3,100
Auctions held	34	32	32	32
M/WBE utilization plans reviewed	107	87	88	88

*Source: Department of Environmental Services (DES), Bureau of Architecture & Engineering; includes only contracts over \$20,000. The items received from DES are received as projects; once successfully bid out the projects become contracts. Purchasing does not monitor sub-contractors.

**For purchases under \$300.

DUPLICATING SERVICES

This activity provides copying services to City Hall departments and maintains a central inventory of office supplies.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Work Orders	2,628	3,000	3,300	3,200
WORKLOAD				
Copies made (000)				
• Convenience copies	4,466	3,700	3,300	3,400
• Central duplicating	4,352	4,200	3,900	4,300

DEPARTMENT OF FINANCE
PURCHASING

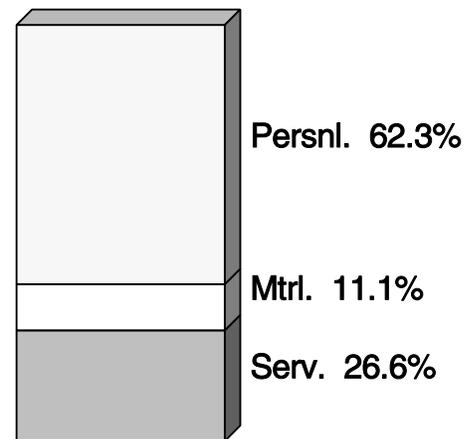
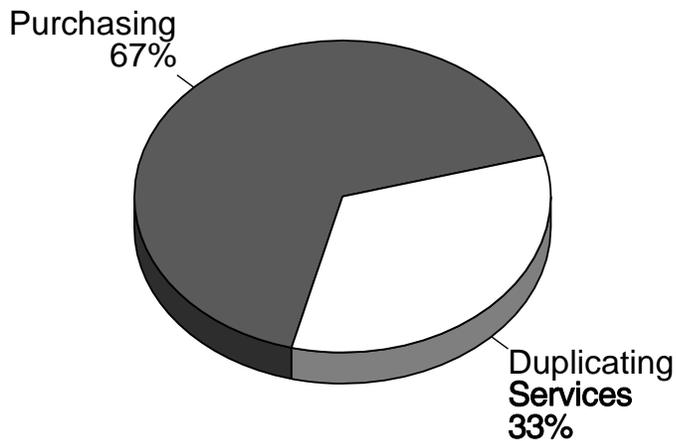
Chargebacks

<u>Department/Bureau</u>	<u>2000-01</u>	<u>2001-02</u>	<u>Department/Bureau</u>	<u>2000-01</u>	<u>2001-02</u>
CITY COUNCIL & CLERK	11,000	11,300	ECONOMIC DEVELOPMENT	8,900	9,100
ADMINISTRATION			ENVIRONMENTAL SERVICES		
Mayor's Office	10,300	10,000	Commissioner	6,100	11,200
NET	24,900	25,500	Architecture & Engineering	23,300	18,200
Special Projects	2,000	2,000	Operations	3,400	3,300
Budget	11,600	11,900	Water & Lighting	1,500	2,200
Human Resources Mgt.	30,500	29,200	Equipment Services	<u>100</u>	<u>100</u>
Communications	6,700	6,900	TOTAL:	34,400	35,000
Law	<u>8,200</u>	<u>8,400</u>	EMERGENCY COMMUNICATIONS		
TOTAL:	<u>94,200</u>	<u>93,900</u>		3,000	3,100
FINANCE			PARKS, RECREATION AND HUMAN SERVICES		
Director's Office	1,900	2,000	Commissioner	8,100	8,300
Accounting	3,600	3,600	Parks & Recreation	14,500	14,900
Treasury	6,700	6,900	Human Services	<u>3,600</u>	<u>4,100</u>
Assessment	1,700	1,500	TOTAL:	26,200	27,300
Purchasing	8,400	8,500	CITY TOTAL	242,900	245,900
Information Systems	<u>300</u>	<u>300</u>	Interfund	3,400	3,400
TOTAL:	22,600	22,800	Intrafund	239,500	242,500
COMMUNITY DEVELOPMENT			CITY TOTAL	242,900	245,900
Commissioner	13,800	10,000			
Neighborhood Initiatives	0	4,100			
Buildings & Zoning	5,500	5,600			
Housing & Project Dev.	13,000	13,100			
Planning	<u>10,300</u>	<u>10,600</u>			
TOTAL:	42,600	43,400			

DEPARTMENT OF FINANCE
PURCHASING
EXPENDITURE SUMMARY

	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Appropriation by Major Object				
Personnel Expenses	490,541	493,300	525,900	538,300
Materials & Supplies	70,873	76,000	91,600	95,400
Services	221,831	206,000	224,900	229,900
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	783,245	775,300	842,400	863,600
Less: Intrafund Credit*	<u>229,300</u>	<u>239,500</u>	<u>239,500</u>	<u>242,500</u>
Total	553,945	535,800	602,900	621,100
Appropriation by Activity				
Purchasing	530,320	529,200	572,700	582,400
Duplicating Services	<u>252,925</u>	<u>246,100</u>	<u>269,700</u>	<u>281,200</u>
Total	783,245	775,300	842,400	863,600
Less: Intrafund Credit*	<u>229,300</u>	<u>239,500</u>	<u>239,500</u>	<u>242,500</u>
Total	553,945	535,800	602,900	621,100
Employee Years by Activity				
Purchasing	12.1	12.1	12.0	12.1
Duplicating Services	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.3</u>
Total	13.1	13.1	13.0	13.4

*Reflects chargeback for duplicating



DEPARTMENT OF FINANCE
PURCHASING
PERSONNEL SUMMARY

FULL TIME POSITIONS				Purchasing	Duplicating Services
Br.	Title	Budget 2000-01	Proposed 2001-02		
33	Purchasing Agent	1	1	1	
24	Minority & Women Business Enterprise Officer	1	1	1	
19	Purchaser	0	5	5	
18	Purchaser	5	0		
17	Office Automation Specialist	1	1	1	
14	Coordinator Dup. & Supplies	1	1		1
11	Secretary	1	1	1	
10	Purchasing Control Clerk	1	1	1	
7	Clerk III with Typing	2	2	2	
EMPLOYEE YEARS					
	Full Time	13.0	13.0	12.0	1.0
	Overtime	0.0	0.1	0.1	0.0
	Part Time, Temporary, Seasonal	0.0	0.3	0.0	0.3
	Less: Vacancy Allowance	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	Total	13.0	13.4	12.1	1.3

Information Systems provides computer services to City departments, including system analysis and design, programming, data entry, and computer operation and maintenance. Major systems maintained by Information Systems include:

- Building Information System
- Finance Information System
- Geographic Information System (GIS)
- Human Resources System
- Parking Violations Collections System
- Real Property Information System
- Tax Billing & Receivables System
- Water Information System

Smaller systems are also maintained, including commercial refuse billing and the water valve location and status system. Oversight is provided for the planning of office automation applications.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	2,047,500	2,209,600	162,100
Employee Years	33.0	37.7	4.7

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
46,300	11,200	-2,600	0	-3,100	110,300	162,100

Major Change

Information Systems assumes responsibility for the City's Web-Site	65,600
Information Systems will provide support for upgrade of procedures, systems and related technology in the Bureau of Human Resource Management	52,700
A position is added as previously contracted services now exceed the cost of a position with the bureau	-6,000
The abolishment of a part time Programmer Analyst and a Sr. Computer Programmer position are combined with other funds to create two Computer Programmer Trainee positions for general support of existing systems	-2,000

ADMINISTRATION

Administration manages the Bureau and develops objectives, policies and procedures for its operation.

COMPUTER OPERATIONS

Computer Operations manages and maintains the City's mainframe computer, remote terminals and peripheral devices. Computer Operations maintains computer forms and supplies, produces paper and microfiche output documents, and supports teleprocessing transactions.

DATA PREPARATION & CONTROL

This activity processes batch data from user departments into machine readable form for computer input. It maintains system control logs and distributes reports and other output. This activity administers tape and program libraries and assists in general clerical activities.

DEPARTMENT OF FINANCE
INFORMATION SYSTEMS

SYSTEMS & PROGRAMMING

This activity performs research, designs and maintains systems, and develops programs. It analyzes project requests, audits existing systems, and devises procedures to meet departmental needs.

GIS Chargebacks

<u>Department/Bureau</u>	<u>2000-01</u>	<u>2001-02</u>	<u>Department/Bureau</u>	<u>2000-01</u>	<u>2001-02</u>
ADMINISTRATION					
Mayor's Office	1,100	1,100	POLICE	1,000	1,000
NET	<u>1,000</u>	<u>1,100</u>			
	2,100	2,200	CITY TOTAL	126,600	130,000
 FINANCE	 6,400	 6,500	Interfund	0	0
			Intrafund	126,600	130,000
COMMUNITY DEVELOPMENT			CITY TOTAL	126,600	130,000
Commissioner	4,300	3,000			
Neighborhood Initiatives	0	1,400			
Buildings & Zoning	21,700	22,800			
Planning	<u>35,000</u>	<u>35,700</u>			
TOTAL:	61,000	62,900			
 ECONOMIC DEVELOPMENT	 11,600	 11,900			
ENVIRONMENTAL SERVICES					
Architecture & Engineering	41,500	42,400			
Operations	2,000	0			
Water & Lighting	<u>1,000</u>	<u>1,000</u>			
TOTAL:	44,500	43,400			

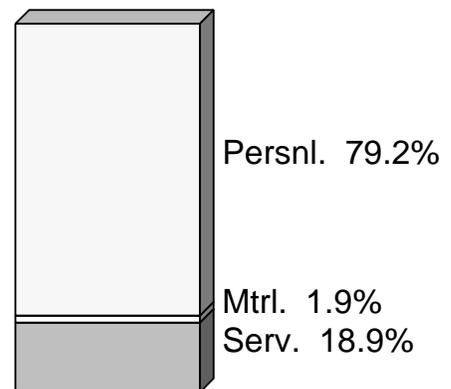
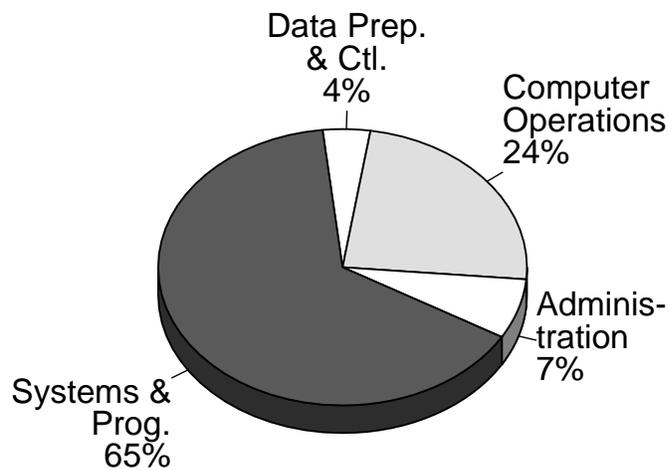
DEPARTMENT OF FINANCE
INFORMATION SYSTEMS
EXPENDITURE SUMMARY

Appropriation by Major Object	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Amended 2000-01</u>	<u>Proposed 2001-02</u>
Personnel Expenses	1,567,420	1,576,900	1,646,000	1,853,700
Materials & Supplies	46,578	44,500	58,900	43,200
Services	460,646	459,400	469,200	442,700
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	2,074,644	2,080,800	2,174,100	2,339,600
Less: Intrafund Credit*	<u>116,300</u>	<u>126,600</u>	<u>126,600</u>	<u>130,000</u>
Total	1,958,344	1,954,200	2,047,500	2,209,600

Appropriation by Activity	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Amended 2000-01</u>	<u>Proposed 2001-02</u>
Administration	189,586	140,200	165,100	164,800
Computer Operations	569,598	529,200	578,200	556,300
Data Preparation & Control	89,232	85,500	89,800	86,800
Systems & Programming	<u>1,226,228</u>	<u>1,325,900</u>	<u>1,341,000</u>	<u>1,531,700</u>
Total	2,074,644	2,080,800	2,174,100	2,339,600
Less: Intrafund Credit*	<u>116,300</u>	<u>126,600</u>	<u>126,600</u>	<u>130,000</u>
Total	1,958,344	1,954,200	2,047,500	2,209,600

Employee Years by Activity	2.0	2.0	2.0	2.0
Administration	2.0	2.0	2.0	2.0
Computer Operations	3.0	3.1	3.1	3.1
Data Preparation & Control	2.0	2.0	2.0	3.1
Systems & Programming	<u>25.4</u>	<u>25.6</u>	<u>25.9</u>	<u>29.5</u>
Total	32.4	32.7	33.0	37.7

*Reflects chargeback for Geographic Information System (GIS)



DEPARTMENT OF FINANCE
INFORMATION SYSTEMS
PERSONNEL SUMMARY

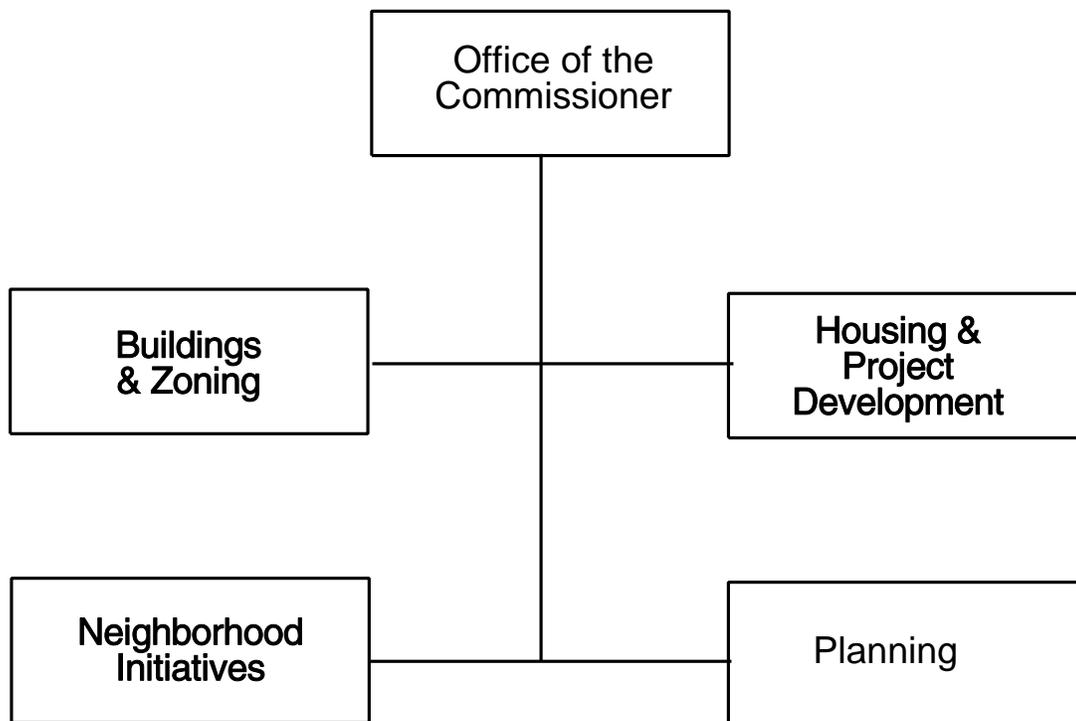
FULL TIME POSITIONS				Administration	Computer Operations	Data Preparation & Control	Systems & Programming
Br.	Title	Budget 2000-01	Proposed 2001-02				
34	Director of Information Systems	1	1	1			
31	Assistant Director, Info. Systems	1	1	1			
29	Computer Systems Analyst	4	4				4
27	Sr. Programmer Analyst	2	4				4
27	Systems Programmer	1	1				1
25	Programmer Analyst	7	7				7
25	Webmaster	0	1				1
23	Sr. Computer Programmer	3	2				2
20	Computer Programmer	7	7				7
17	Office Automation Specialist	2	2				2
14	Computer Programmer Trainee	0	2				2
14	Senior Computer Operator	2	1		1		
12	Computer Operator	1	2		2		
9	Sr. Keypunch Operator	2	2			2	
7	Key Punch Operator	0	1			1	
EMPLOYEE YEARS							
	Full Time	33.0	38.0	2.0	3.0	3.0	30.0
	Overtime	0.1	0.3	0.0	0.1	0.1	0.1
	Part Time, Temporary, Seasonal	0.5	0.0	0.0	0.0	0.0	0.0
	Less: Vacancy Allowance	<u>0.6</u>	<u>0.6</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.6</u>
	Total	33.0	37.7	2.0	3.1	3.1	29.5

Purpose

The Department of Community Development monitors physical, economic and social conditions and trends relative to the City and engages, facilitates and supports citizens in creating community and neighborhood visions and plans. It helps preserve, promote and create quality housing. It encourages and regulates the appropriate use and development of land and construction of residential and commercial buildings so as to promote taxable value for the City.

Organization

The Department is composed of five major units: the Office of the Commissioner and the Bureaus of Neighborhood Initiatives, Buildings & Zoning, Housing & Project Development, and Planning.



Highlights of the Department's 2001-02 work program are presented below. Additional information for each bureau is included in the sections that follow.

<u>Bureau</u>	<u>Highlights</u>	<u>Projected Completion</u>
Neighborhood Initiatives	Install Housing and Urban Development 2020, Geographical Information Systems, and 3D Modeling/Virtual Planning software on Neighborlink computers	First Quarter
	Complete Neighbors Building Neighborhoods 3 update	Third Quarter
	Implement a Leadership Development Program through the Neighbors Building Neighborhoods Institute	Fourth Quarter
Buildings & Zoning	Propose revision of Zoning Ordinance	Third Quarter
	Implement Design Review Board	Third Quarter
	Study feasibility of expanding on-line permit application system	Fourth Quarter
Housing & Project Development	Establish the Rochester Housing Development Fund Corporation (RHDFC) to manage the Home Rochester Program and an affordable rental development program	First Quarter
	Develop and initiate implementation of market rate housing strategy for the City of Rochester	Third Quarter
	Assemble one downtown site for residential development	Third Quarter
	Continue to support the Challenged Street Program, including acquisition, demolition, and redevelopment of problem and deteriorated properties	Fourth Quarter
Planning	Complete Center City Master Plan	Third Quarter
	Provide analysis and distribution of 2000 Census products	Fourth Quarter

Year-to-Year Comparison

<u>Bureau</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>	<u>Change</u>	<u>Percent Change</u>
Office of the Commissioner	842,800	461,600	-381,200	-45.2%
Neighborhood Initiatives	0	399,600	399,600	N/A
Buildings & Zoning	2,153,400	2,183,800	30,400	1.4%
Housing & Project Development	2,041,000	2,086,700	45,700	2.2%
Planning	<u>452,000</u>	<u>457,900</u>	<u>5,900</u>	1.3%
Total	5,489,200	5,589,600	100,400	1.8%
Employee Years	101.6	104.2	2.6	2.6%

Change Detail

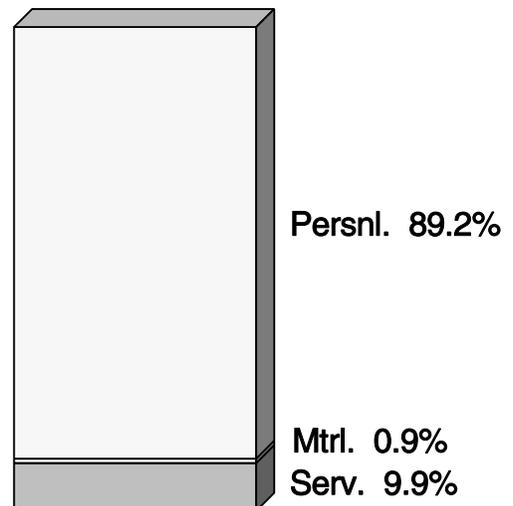
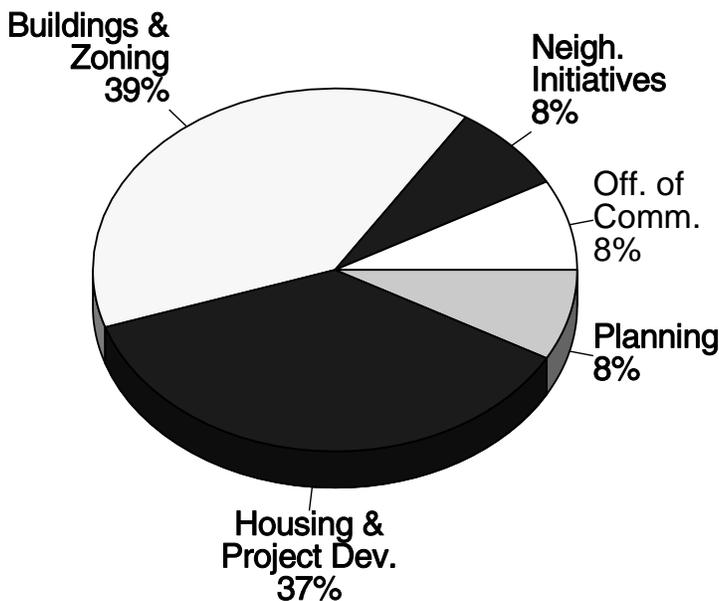
<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
65,700	9,400	5,700	0	5,300	14,300	100,400

Major Change

A New York Historical Preservation Grant for the Historical Resources Survey concludes	-47,200
A position is added to Bureau of Planning to assist with urban design analysis	46,500
A Neighborhood Conservation Officer position is added to the Bureau of Buildings and Zoning for zoning code enforcement	45,400
Printing, office supplies, travel and photo supplies allocations are increased based on anticipated need	33,400
Funds are added for Building Code training	10,000
Productivity improvements results in savings	-10,000
Downtown Guides charges increase for city-owned properties within the special assessment district	7,100

DEPARTMENT OF COMMUNITY DEVELOPMENT
EXPENDITURE SUMMARY

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	4,715,288	4,884,500	4,890,700	4,985,400
Materials & Supplies	46,615	38,500	39,500	52,100
Services	483,576	524,300	559,000	552,100
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	5,245,479	5,447,300	5,489,200	5,589,600
Appropriation by Activity				
Office of the Commissioner	429,053	834,700	842,800	461,600
Neighborhood Initiatives	0	0	0	399,600
Buildings & Zoning	2,057,533	2,155,400	2,153,400	2,183,800
Housing & Project Development	1,974,417	2,028,400	2,041,000	2,086,700
Planning	<u>784,476</u>	<u>428,800</u>	<u>452,000</u>	<u>457,900</u>
Total	5,245,479	5,447,300	5,489,200	5,589,600
Employee Years by Activity				
Office of the Commissioner	6.5	15.6	15.6	7.5
Neighborhood Initiatives	0.0	0.0	0.0	8.1
Buildings & Zoning	41.6	41.6	41.1	41.6
Housing & Project Development	37.9	37.7	37.9	40.0
Planning	<u>14.9</u>	<u>6.7</u>	<u>7.0</u>	<u>7.0</u>
Total	100.9	101.6	101.6	104.2



The Office of the Commissioner organizes and manages the Department, oversees the attainment of the Department's goals, policies and programs. It also prepares applications for formula grants administered by the U.S. Department of Housing and Urban Development and monitors formula program finances.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	842,800	461,600	-381,200
Employee Years	15.6	7.5	-8.1

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
7,400	1,800	600	0	0	-391,000	-381,200

Major Change

Community Planning and Support is reestablished as the Bureau of Neighborhood Initiatives	-381,000
Productivity improvements result in savings	-10,000

ADMINISTRATION

This activity organizes and manages the Department, oversees the attainment of the Department's goals, policies and programs. It also prepares applications for formula grants administered by the U.S. Department of Housing and Urban Development and monitors formula program finances.

COMMUNITY PLANNING & SUPPORT

This activity is reestablished as the Bureau of Neighborhood Initiatives.

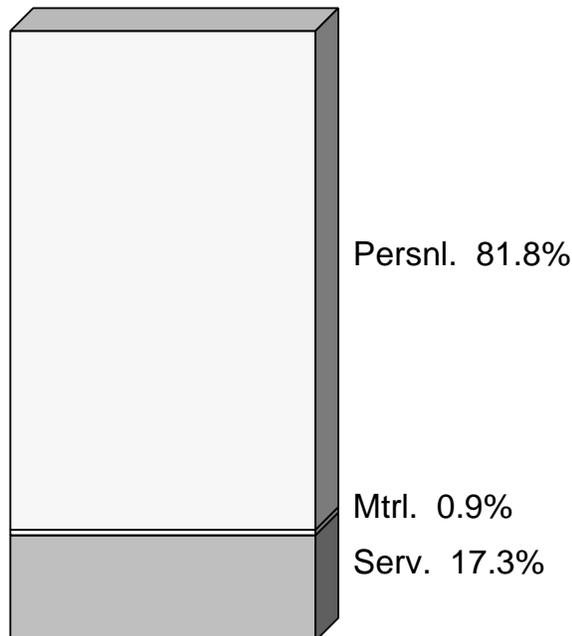
Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Neighbors Building Neighborhoods (NBN) plan assistance requests	10	10	10	N/A
NBN Plan activities	895	433	430	N/A
WORKLOAD				
Neighbors Building Neighborhoods (NBN) plan assistance provided	10	10	10	N/A
NBN plan activities implemented	895	433	430	N/A
Programs coordinated with NBN	11	11	11	N/A

N/A - Not Applicable

DEPARTMENT OF COMMUNITY DEVELOPMENT
OFFICE OF THE COMMISSIONER
EXPENDITURE SUMMARY

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	363,165	743,500	739,600	377,800
Materials & Supplies	3,894	8,900	8,600	4,100
Services	61,994	82,300	94,600	79,700
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	429,053	834,700	842,800	461,600
Appropriation by Activity				
Administration	429,053	468,600	461,800	461,600
Community Planning & Support	<u>0</u>	<u>366,100</u>	<u>381,000</u>	<u>0</u>
	429,053	834,700	842,800	461,600
Employee Years by Activity				
Administration	6.5	7.5	7.5	7.5
Community Planning & Support	<u>0.0</u>	<u>8.1</u>	<u>8.1</u>	<u>0.0</u>
	6.5	15.6	15.6	7.5



DEPARTMENT OF COMMUNITY DEVELOPMENT
OFFICE OF THE COMMISSIONER
PERSONNEL SUMMARY

FULL TIME POSITIONS			
Br.	Title	Budget 2000-01	Proposed 2001-02
36	Commissioner	1	1
35	Deputy Commissioner	0.5	0.5
28	Neigh. Development Coordinator	1	0
26	Associate Administrative Analyst	1	1
24	Asst. to Dir. of Property Conservation	1	0
24	Senior Community Program Planner/Neighborhood Development	2	0
18	Asst. Community Program Planner	2	0
18	Head Account Clerk	1	1
18	Junior City Planner	1	0
16	Administrative Assistant	1	1
9	Clerk II with Typing	0.5	0.5
7	Clerk III	1	1
7	Clerk III with Typing	2	1
EMPLOYEE YEARS			
	Full Time	15.0	7.0
	Overtime	0.2	0.0
	Part Time, Temporary, Seasonal	0.5	0.5
	Less: Vacancy Allowance	<u>0.1</u>	<u>0.0</u>
	Total	15.6	7.5

**DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF NEIGHBORHOOD INITIATIVES**

The Bureau of Neighborhood Initiatives provides technical support and facilitates resources to neighborhood groups, organizations, and City departments involved in planning efforts through the Neighbors Building Neighborhoods (NBN) process; coordinates and oversees implementation strategies; and builds the capacity of neighborhood groups to develop and implement sector and neighborhood action plans. To achieve its mission the Bureau manages major support systems, including Neighborlink and the NBN Institute.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Install Housing and Urban Development 2020, Geographical Information Systems, and 3D Modeling/Virtual Planning software on Neighborlink computers	First Quarter
Complete Neighbors Building Neighborhoods 3 update	Third Quarter
Implement a Leadership Development Program through the Neighbors Building Neighborhoods Institute	Fourth Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	0	399,600	399,600
Employee Years	0.0	8.1	8.1

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
10,700	0	0	0	0	388,900	399,600

Major Change

Community Planning and Support is reestablished as the Bureau of Neighborhood Initiatives	381,000
Supply and service allocations are increased based on anticipated need	7,900

ADMINISTRATION

This activity oversees the administration and fiscal management of the Bureau. It supervises staff workplans and responds to requests for policy guidance.

COMMUNITY PLANNING & SUPPORT

This activity acts as a liaison and provides technical support to neighborhood groups, organizations, and City departments involved in planning efforts through the Neighbors Building Neighborhoods (NBN) process. This activity provides support and technical assistance for other programs and initiatives integrated with NBN; oversees the operation of ten citywide computer sites, databases and tracking reporting system through the NeighborLink Network; provides training and capacity building to citizens through the NBN Institute and Leadership Development Program.

DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF NEIGHBORHOOD INITIATIVES

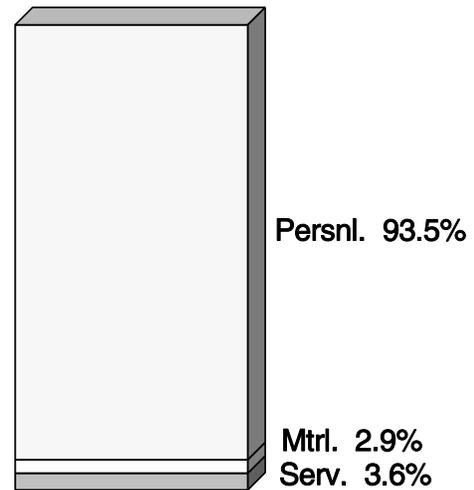
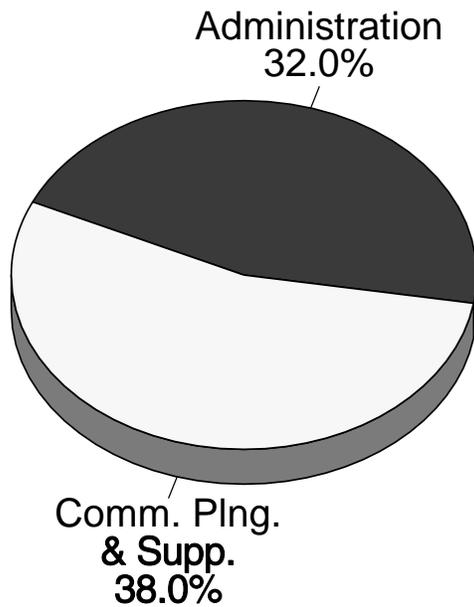
Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Neighbors Building Neighborhoods (NBN) plan assistance requests	N/A	N/A	N/A	10
NBN plan activities	N/A	N/A	N/A	433
WORKLOAD				
NBN plan technical assistance provided	N/A	N/A	N/A	10
NBN plan activities implemented	N/A	N/A	N/A	433
Programs coordinated with NBN plan	N/A	N/A	N/A	13

N/A - Not Applicable

DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF NEIGHBORHOOD INITIATIVES
EXPENDITURE SUMMARY

	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Appropriation by Major Object				
Personnel Expenses	0	0	0	373,700
Materials & Supplies	0	0	0	11,600
Services	0	0	0	14,300
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	0	0	0	399,600
Appropriation by Activity				
Administration	0	0	0	128,900
Community Planning & Support	<u>0</u>	<u>0</u>	<u>0</u>	<u>270,700</u>
	0	0	0	399,600
Employee Years by Activity				
Administration	0.0	0.0	0.0	2.0
Community Planning & Support	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>6.1</u>
	0.0	0.0	0.0	8.1



DEPARTMENT OF COMMUNITY DEVELOPMENT
 BUREAU OF NEIGHBORHOOD INITIATIVES
 PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Community Planning & Support
Br.	Title	Budget 2000-01	Proposed 2001-02		
31	Director of Neighborhood Initiatives	0	1	1	
26	Asst. Dir. of Neighborhood Initiatives	0	1		1
24	Senior Community Program Planner/Neighborhood Development	0	1		1
20	Community Program Planner	0	1		1
18	Asst. Community Program Planner	0	2		2
18	Junior City Planner	0	1		1
9	Clerk II	0	1	1	
EMPLOYEE YEARS					
	Full Time	0.0	8.0	2.0	6.0
	Overtime	0.0	0.2	0.0	0.2
	Part Time, Temporary, Seasonal	0.0	0.0	0.0	0.0
	Less: Vacancy Allowance	<u>0.0</u>	<u>0.1</u>	<u>0.0</u>	<u>0.1</u>
	Total	0.0	8.1	2.0	6.1

**DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF BUILDINGS & ZONING**

The purpose of the Bureau of Buildings & Zoning is to administer the New York State Uniform Fire Prevention and Building Code and the City of Rochester Zoning Ordinance. The Bureau regulates subdivisions and land use; examines permit applications; conducts periodic progress inspections on all building that require permits; and regulates the skilled trades by issuing licenses. Staff support is provided to citizen Boards and Commissions that assist in these endeavors. The Bureau helps ensure a high quality of life in the City of Rochester through maintaining a safe and sound environment in accordance with City codes and standards.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Propose revision of Zoning Ordinance	Third Quarter
Implement Design Review Board	Third Quarter
Study feasibility of expanding on-line permit application system	Fourth Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	2,153,400	2,183,800	30,400
Employee Years	41.1	41.6	0.5

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
38,000	2,900	2,100	0	3,200	-15,800	30,400

Major Change

A Senior Administrative Analyst position is abolished due to budget constraints	-56,200
A Senior City Planner is added to assist with the additional workload	47,400
A New York Historical Preservation Grant for the Historical Resources Survey concludes	-47,200
A Neighborhood Conservation Officer position is added to Zoning to enforce Zoning codes	45,400
An Administrative Assistant position is abolished due to budget constraints	-37,200
A part-time Jr. City Planner is created to assist with additional workload	16,400
Funds are added for Building Code training	10,000
Printing and photo supplies allocations are increased based on anticipated need	5,600

ADMINISTRATION

Administration manages the Bureau of Buildings & Zoning. In addition to general management responsibilities, the Deputy Commissioner is a member of the Board of Electricians and represents the Bureau on various study groups and task forces.

PERMITS

This activity issues permits for new construction, alterations, conversions, fences, signs, elevators, heating systems, plumbing work, and demolition. It prepares applications for Certificates of Occupancy and letters for Code Compliance, manages the licensing process for the skilled trades, and receives and records rent payments for City owned properties. Licenses are renewed on a biennial cycle. The Permit Office also provides support for the Elevator Examining Board.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Applications filed				
● Permits	8,001	7,915	7,700	7,915
● Licenses	2,153	345	360	2,280
● Elevator certificates	3,352	3,350	3,350	3,350
● Certificates of Occupancy	3,529	3,500	3,500	3,500
WORKLOAD				
Documents issued:				
● Permits				
– Buildings	2,719	2,700	2,500	2,700
– Electrical	2,190	2,200	2,000	2,200
– Plumbing	3,077	3,000	2,900	3,000
– Elevator	15	15	15	15
● Licenses				
– Electrical	1,059	80	90	1,050
– Plumbing	10	150	150	10
– Elevator	98	15	10	120
– Stationary Engineer	1,074	100	110	1,100
● Elevator certificates	3,352	3,350	3,350	3,350

PLAN REVIEW & INSPECTIONS

This activity reviews plans and permit applications for construction, reconstruction, and alterations to determine compliance with codes and fire protection standards. Periodic field reviews are carried out to determine compliance with the New York State Uniform Code and filed construction documents. It also reviews plumbing permits and inspects plumbing and building construction in progress. The Plan Review and Inspections unit coordinates with the New York State Historic Preservation Office (SHPO) to ensure compliance of SHPO-related projects, and it provides technical support to the Board of Review, the Examining Board of Plumbers, and the Board of Examiners of Stationary Engineers and Refrigeration Operators. This activity provides technical assistance with code requirements to the Town of Brighton and to other agencies and citizens.

DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF BUILDINGS & ZONING

Program Change

The data given for value of permits issued (\$ mil.) reflects three major construction projects: Strong Research Center, University of Rochester addition and Kodak.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Permit applications reviewed	2,824	2,800	3,000	3,000
Value of permits issued (\$ mil.)	84.900	115.000	90.000	100.000
Applications referred for inspection:				
• Building permits	2,450	2,450	2,500	2,500
• Plumbing permits	3,077	2,900	2,900	2,900
WORKLOAD				
Average monthly permits open				
• Buildings	332	330	330	330
• Plumbing	227	230	230	230
Building permits issued	2,719	2,700	2,500	2,700
Plumbing permits issued	3,077	3,000	2,900	3,000
Certificates of Occupancy issued	308	300	300	300
Letters of Completion issued	1,369	1,300	1,200	1,200
RESULTS				
Average number of permits closed per month/inspector				
• Building	39	40	40	40
• Plumbing	47	45	45	45

ZONING

This activity administers and maintains the City's Zoning Ordinance and maintains the City's official maps. It ensures that all land use proposals conform with applicable ordinances and environmental standards by reviewing plans and performing inspections of construction, reconstruction, and/or alteration of structures. As the primary contact in zoning enforcement issues and a channel of communication in the enforcement process between citizens and governmental agencies, Zoning staff perform inspections, participate in Municipal Code Violation Bureau hearings, and review Notice and Orders involving zoning violations. This activity receives and reviews applications requiring special approvals by the Zoning Board of Appeals, City Planning Commission, and the Rochester Preservation Board. It also provides staff support to the Rochester Environmental Commission.

Program Change

Data given for zoning inspections conducted reflects activity of a Neighborhood Conservation Officer.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Permit applications reviewed	2,875	3,000	3,000	3,000
Cases involving activity by Zoning	1,475	1,650	1,700	1,700
Historic Site and Regulatory Interpretation requests	50	50	50	50
Rochester Environmental Commission (REC) referrals	12	15	20	20
Certificate of Use applications received	122	118	145	125

DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF BUILDINGS & ZONING

Performance Indicators

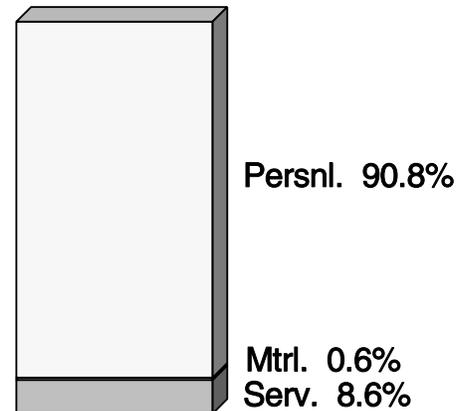
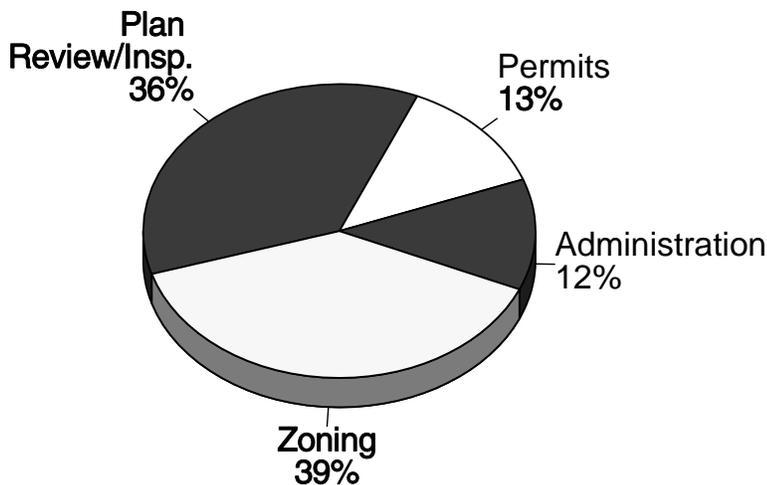
	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
WORKLOAD				
Certificates of Zoning Compliance (CZC) reviewed	2,711	2,700	2,700	2,700
Site plan reviews	124	115	140	130
Administrative resubdivision reviews	99	75	70	80
Special decision packages prepared	463	475	500	525
Zoning inspections conducted	275	475	290	575
Historic Site and Regulatory Interpretation requests	50	50	50	50
REC referrals	463	475	20	525
Certificate of Use applications reviewed	275	475	145	575
RESULTS				
CZCs issued	2,200	2,340	2,000	2,200
Certificates of non-conformity issued	35	30	50	70
Cases resolved through zoning approval procedures	145	165	160	180

**DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF BUILDINGS & ZONING
EXPENDITURE SUMMARY**

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	1,906,926	1,945,400	1,926,900	1,981,800
Materials & Supplies	14,623	11,000	11,000	13,900
Services	135,984	199,000	215,500	188,100
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>2,057,533</u>	<u>2,155,400</u>	<u>2,153,400</u>	<u>2,183,800</u>

Appropriation by Activity				
Administration	214,519	250,000	245,600	270,600
Permits	256,071	270,400	271,200	277,200
Plan Review & Inspections	830,573	794,400	792,100	793,800
Zoning	<u>756,370</u>	<u>840,600</u>	<u>844,500</u>	<u>842,200</u>
Total	<u>2,057,533</u>	<u>2,155,400</u>	<u>2,153,400</u>	<u>2,183,800</u>

Employee Years by Activity				
Administration	2.2	2.2	2.2	2.2
Permits	5.7	6.7	6.6	6.6
Plan Review & Inspections	17.5	16.5	16.3	16.3
Zoning	<u>16.2</u>	<u>16.2</u>	<u>16.0</u>	<u>16.5</u>
Total	41.6	41.6	41.1	41.6



DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF BUILDINGS & ZONING
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Permits	Plan Review & Inspections	Zoning
Br.	Title	Budget 2000-01	Proposed 2001-02				
35	Deputy Commissioner	0.5	0.5	0.5			
32	Mgr. of Plan Review & Building Inspections	1	0				
31	Director of Zoning	1	1				1
31	Mgr. of Plan Review & Building Inspections	1	1			1	
29	Assistant Director of Zoning	1	1				1
29	Principal Staff Assistant	0	1	1			
28	Permit Office Manager	1	1		1		
27	Senior Architect	1	0				
26	Associate City Planner	3	3				3
24	Architect	0	1			1	
24	Engineer/Mechanical	1	1			1	
24	Lead Plumbing Inspector	1	1			1	
24	Senior Administrative Analyst	3	1		1		
24	Senior City Planner	2	3				3
21	Assistant Architect	1	1			1	
21	Assistant Architect/Plan Review	1	1			1	
21	Neighborhood Conservation Officer	0	1				1
20	Building Construction Inspector	5	5			5	
20	City Planner	3	3				3
20	Plumbing Inspector	4	4			4	
18	Junior City Planner	1	1				1
16	Administrative Assistant	1	0				
11	Senior Service Assistant	1	1		1		
9	Clerk II	3	3		2		1
9	Clerk II with Typing	0.5	0.5	0.5			
7	Clerk III	1	1		1		
7	Clerk III with Typing	2	2				2
6	Receptionist/Typist	1	1			1	
EMPLOYEE YEARS							
Full Time		41.0	40.0	2.0	6.0	16.0	16.0
Overtime		0.1	0.1	0.0	0.0	0.0	0.1
Part Time, Temporary, Seasonal		1.2	1.7	0.2	0.6	0.4	0.5
Less: Vacancy Allowance		<u>0.2</u>	<u>0.2</u>	<u>0.0</u>	<u>0.0</u>	<u>0.1</u>	<u>0.1</u>
Total		42.1	41.6	2.2	6.6	16.3	16.5

**DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF HOUSING & PROJECT DEVELOPMENT**

The Bureau of Housing & Project Development is responsible for the City's real estate functions, demolition permitting and monitoring, the planning, implementation and administration of new construction and rehabilitation housing programs and major economic development projects designed to help create vital neighborhoods while promoting taxable value for the City.

Program Change

The Homeownership Investment Program (HIP) is a permanent part of the City's Housing and Project Development program. This change occurred during the 2000-2001 fiscal year.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Establish the Rochester Housing Development Fund Corporation (RHDFC) to manage the Home Rochester Program and an affordable rental development program	First Quarter
Develop and initiate implementation of market rate housing strategy for the City of Rochester	Third Quarter
Assemble one downtown site for residential development	Third Quarter
Continue to support the Challenged Street Program, including acquisition, demolition, and redevelopment of problem and deteriorated properties	Fourth Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	2,041,000	2,086,700	45,700
Employee Years	37.9	40.0	2.1

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
33,000	4,100	700	0	800	7,100	45,700

Major Change

Downtown Guides charges increase for city-owned properties within the special assessment district	7,100
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ADMINISTRATION

Administration directs and coordinates the operation of the Bureau.

Program Change

Vacant residential properties data reflects redevelopment of vacant HUD properties. Vacant residential properties reoccupied /rehabilitated and Home ownership opportunities created indicators reflect Home Ownership Investment Program (HIP) implementation delays. New homes sold data reflects delays for Housing Opportunities (HOP) & Urban League of Rochester Economic Devopment Corp (ULEDC).

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Vacant residential properties	2,224	2,299	2,224	2,299
RESULTS				
Vacant residential properties reoccupied /rehabilitated	190	377	599	551
Residential properties demolished	157	198	135	180
Residential units demolished	294	370	270	336
New homes sold	44	35	51	58
Home ownership opportunities created	313	516	602	605
Rental units developed, HIP properties Housing Development Fund Corporation (HDFC)	136	199	230	225
Residential properties receiving City rehabilitation assistance	1,021	1,261	1,205	1,161

REAL ESTATE

This division of Real Estate sells, leases, manages, and acquire real estate for the City of Rochester. The Rochester Urban Renewal Agency, and other municipalities, where specific projects require the assembly of land and relocation of tenants. The unit conducts appraisals, determines the disposition of real estate in conjunction with other City departments, conducts real estate, negotiated sales and other sales programs to promote increasing taxable value for the City.

Program Change

Housing related workload indicators are transferred to the Housing unit. The Industrial Park at High Falls project is on hold, impacting the number of relocations.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Surplus City property				
• Structures	245	321	285	385
• Vacant lots	1,157	1,097	1,110	1,315
Foreclosures (City and County)	286	370	340	445
Judicial actions	799	1,086	800	1,303
Real Estate activities requested	415	1,019	1,400	1,419
WORKLOAD				
City property offered	183	601	650	730
Judicial sale property offered	274	380	275	456
Real Estate activities				
• Rental properties managed	87	100	95	110
• Easements, leases and licenses issued	75	75	75	75
• Acquisitions	53	369	555	559
• Appraisals conducted	200	475	675	675
Relocations	1	4	51	5
RESULTS				
Property sales revenue (\$)	1,040,873	2,795,676	2,500,000	600,000
Property rental revenue (\$)	172,632	129,075	102,200	130,200
HUD and private owner occupant program properties sold	4	180	400	235

**DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF HOUSING & PROJECT DEVELOPMENT**

TECHNICAL SERVICES

The Technical Services activity provides application taking, processing, and technical construction monitoring for all demolitions and provides technical assistance for the City's rehabilitation programs. This includes determining rehabilitation program eligibility, preparing written specifications and cost estimates, and conducting construction inspections. Demolition support includes inspecting demolition projects, conducting demolition hearings for private properties, and preparing demolition specifications. The unit also undertakes proposal review, structural analysis, and rehabilitation cost estimating for City-sponsored housing efforts.

Program Change

Rehabilitation program applications processed for 1999-00 and 2000-01 do not include the HUD inventory. Owner/Occupant Rehabilitation Grants estimated to be awarded in 2001-02 reflects the impact of Federal lead paint regulations.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Total vacant buildings*	2,500	2,584	2,503	2,584
Rehabilitation specification requests	476	908	950	1,086
Demolition applications	243	250	250	300
WORKLOAD				
Rehabilitation program applications processed	476	908	950	1,086
Rehabilitation inspections	2,142	3,713	4,132	4,446
Rehabilitation specifications prepared	433	825	864	988
Demolition permits authorized	243	320	250	300
Demolition inspections	1,944	2,560	2,000	2,400
Demolition hearings prepared	86	46	144	60
RESULTS				
Owner/Occupant Rehabilitation Grants awarded				
● Grants awarded	145	216	120	120
● Value (\$)	2,017,162	2,971,720	3,000,000	3,000,000
● Average award (\$)	13,911	13,757	25,000	25,000
Investor/Owner Loans awarded				
● Loans awarded	17	26	35	21
● Value (\$)	312,888	448,920	1,073,384	624,464
● Average award (\$)	18,405	17,266	30,100	30,100
● Rehabilitation rental units developed	0	126	70	147
Vacant Reoccupancy Grants awarded				
● Grants awarded	36	92	125	125
● Value (\$)	395,930	828,000	1,125,000	1,125,000
● Average award (\$)	10,998	9,000	9,000	9,000
Demolitions				
● By private owner	89	100	100	100
● By City contract	154	220	150	200

*Includes commercial and industrial buildings

CONTRACT SERVICES

Contract Services prepares and monitors contracts for neighborhood revitalization programs, demolition and asbestos removal, housing services, and subsidy and development activities for the Department. This activity performs financial services for the City's housing rehabilitation programs. It is also responsible for planning Council legislation, financial reports, grantee performance and quarterly program/project status reports for the Bureau.

Program Change

Contracts prepared and monitored for housing rehabilitation development reflect anticipated Community Housing Development Organization (CHDO) agreements.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Department Programs	10	11	10	11
WORKLOAD				
Contracts prepared and monitored:				
● Grant applications	1	2	2	1
● Housing Services	12	20	18	16
● Operating/Capacity Building	12	14	13	10
● Grant/Subsidy	223	178	100	179
● Home Buyer Assistance Agreements	45	61	48	50
● Housing Rehabilitation Development	21	44	42	62
● Development Projects	45	34	36	33
● New Construction	8	16	10	6
● Demolition/Asbestos Abatement	223	290	230	280
● Loan and Grant awards serviced	198	334	380	266
Miscellaneous/Professional Services	N/A	12	N/A	11

N/A - Not Applicable

HOUSING

The Housing unit plans, implements, and monitors the City's housing programs and projects, including home ownership and rental efforts. It collects and analyzes housing data and provides information for program and policy development. Housing also functions as a liaison with external housing entities and provides assistance to private and non-profit developers. It seeks and leverages public and private financial resources to implement housing development projects.

Performance Indicators

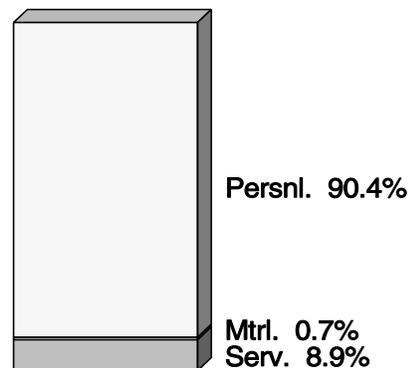
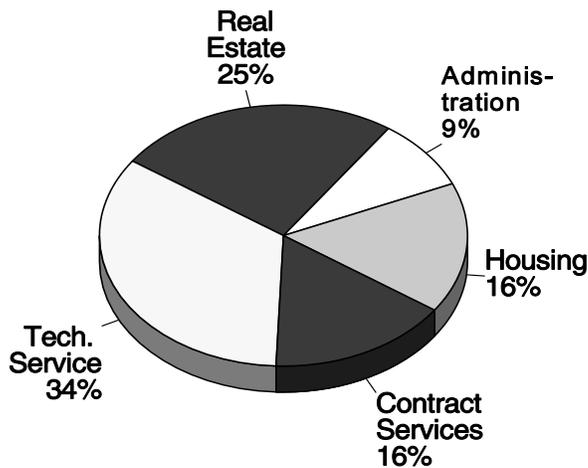
	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Vacant Residential Properties	2,224	2,299	2,224	2,299
WORKLOAD				
Housing programs/projects managed	90	93	83	89
Vacant properties qualified for housing initiatives	1,636	1,561	1,223	1,475
RESULTS				
Housing program funds obtained (\$000)	10,146	15,270	20,344	17,160

**DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF HOUSING & PROJECT DEVELOPMENT
EXPENDITURE SUMMARY**

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	1,756,700	1,841,400	1,852,300	1,885,400
Materials & Supplies	16,001	14,300	14,100	14,900
Services	201,716	172,700	174,600	186,400
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	1,974,417	2,028,400	2,041,000	2,086,700

Appropriation by Activity				
Administration	226,628	185,600	182,300	186,800
Real Estate	740,158	805,800	821,100	518,700
Technical Services	678,472	701,500	700,700	706,600
Contract Services	329,159	335,500	336,900	343,700
Housing	<u>0</u>	<u>0</u>	<u>0</u>	<u>330,900</u>
Total	1,974,417	2,028,400	2,041,000	2,086,700

Employee Years by Activity				
Administration	2.0	2.0	2.0	2.0
Real Estate	13.0	12.9	13.0	8.0
Technical Services	15.9	15.8	15.9	16.0
Contract Services	7.0	7.0	7.0	7.0
Housing	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>7.0</u>
Total	37.9	37.7	37.9	40.0



DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF HOUSING & PROJECT DEVELOPMENT
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Real Estate	Technical Services	Contract Services	Housing
Br.	Title	Budget 2000-01	Proposed 2001-02					
33	Director of Development Services	1	1	1				
30	Director of Real Estate	1	1		1			
28	Manager, Contract Services	1	1				1	
28	Manager, Technical Services	1	1			1		
28	Manager, Housing	0	1					1
27	Asst. Director of Housing	1	0					
27	Commercial Program Coordinator	1	1		1			
26	Associate Administrative Analyst	1	1			1		
24	Senior Administrative Analyst	1	1				1	
24	Senior Community Housing Planner	3	3		1			2
24	Senior Community Program Planner/Neighborhood Development	2	2				2	
24	Senior Real Estate Specialist	3	3		2			1
20	Building Construction Inspector	3	3			3		
20	Community Housing Planner	2	2					2
20	Executive Assistant	1	1			1		
20	Property Rehabilitation Specialist	5	5			5		
20	Real Estate Specialist Bilingual	0	1		1			
18	Municipal Assistant	0	1		1			
16	Administrative Assistant	3	3	1		2		
11	Secretary	2	2				2	
9	Clerk II	2	2		1		1	
9	Clerk II with Typing	1	1			1		
7	Clerk III with Typing	3	3			2		1
EMPLOYEE YEARS								
Full Time		38.0	40.0	2.0	8.0	16.0	7.0	7.0
Overtime		0.0	0.1	0.0	0.0	0.1	0.0	0.0
Part Time, Temporary, Seasonal		0.0	0.0	0.0	0.0	0.0	0.0	0.0
Less: Vacancy Allowance		<u>0.1</u>	<u>0.1</u>	<u>0.0</u>	<u>0.0</u>	<u>0.1</u>	<u>0.0</u>	<u>0.0</u>
Total		37.9	40.0	2.0	8.0	16.0	7.0	7.0

**DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF PLANNING**

The Bureau of Planning conducts and coordinates strategic policy and physical development plans for the City. It collects data and conducts research on the physical, economic, and social factors relevant to the well-being of the City and its neighborhoods and coordinates the City's planning programs with outside planning agencies. It provides support for "Rochester 2010 - The Renaissance Plan" and its implementation and updating processes. The Bureau works in close cooperation with other City departments, as well as neighborhood and business groups throughout the City to provide planning assistance on special projects.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Complete Center City Master Plan	Third Quarter
Provide analysis and distribution of 2000 Census products	Fourth Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	452,000	457,900	5,900
Employee Years	7.0	7.0	0.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
-23,400	600	2,300	0	1,300	25,100	5,900

Major Change

A position is added to assist with urban design analysis	46,500
A position is abolished due to budget constraints	-33,300
Printing, office supplies and travel allocations are increased based on anticipated need	11,900

ADMINISTRATION

This activity manages the Bureau. It develops goals and policies and evaluates the progress of work objectives for the Bureau. It also prepares and coordinates responses to requests by other City and non-City agencies, as well as the general public, on topics related to current and future City plans and conditions. This activity coordinates the City's various planning programs with other agencies including the Genesee-Finger Lakes Regional Planning Council, Monroe County Department of Planning, and the Genesee Transportation Council.

COMPREHENSIVE PLANNING

This activity undertakes the physical, economic, and social factors relevant to the well being of the City. It supports the implementation of "Rochester 2010 - The Renaissance Plan" by interpreting the Plan with respect to development proposals and City policies and provides support for specific Campaign implementation and overall Plan updates. Staff analyzes and maps data on the physical, social, and economic characteristics and trends of the City and provides various analyses, products, technical planning advice, and consultant services to City departments for planning related projects and or topics. In addition, it develops plans and implementation programs for special areas of the City, including its waterfront, and provides support and assistance to other Department of Community Development Bureaus, City Departments, and neighborhood groups on community design issues.

Program Change

Geographic Information System data analysis requests decline with expanded capabilities in other departments to process their own requests.

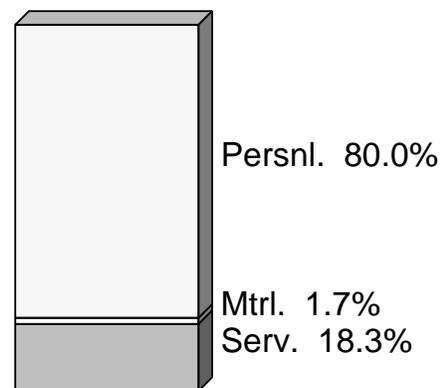
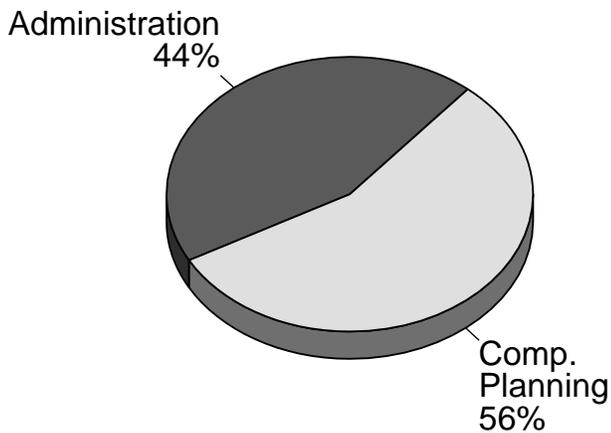
Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Geographic Information System				
● Data analysis requests	400	250	500	300
● Staff & community training orientation requests	50	50	50	50
● Steering committee meeting support requests	N/A	10	N/A	12
Comprehensive Plan Process				
● Orientation requests	80	50	50	50
● Special Area Plan Projects	5	8	5	35
● Renaissance 2010 Plan Campaigns support requests	N/A	4	4	4
WORKLOAD				
Geographic Information System				
● Data analyses completed	300	200	400	200
● Staff & community training orientation sessions conducted	50	50	50	50
● Steering committee meetings coordinated	N/A	10	N/A	12
Comprehensive Plan Process				
● Orientations conducted	80	50	50	50
Special Area Plans developed				
● Specific Area Plans	5	6	5	6
● Concept Models (Urban Villages and future development)	N/A	2	N/A	5
Renaissance Plan Campaigns supported				
● Direct staffing	2	3	2	3
● Technical assistance	2	1	2	1

N/A - Not Applicable

DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF PLANNING
EXPENDITURE SUMMARY

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	<u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	688,497	354,200	371,900	366,700
Materials & Supplies	12,097	4,300	5,800	7,600
Services	83,882	70,300	74,300	83,600
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	784,476	428,800	452,000	457,900
Appropriation by Activity				
Administration	249,780	187,100	188,700	201,900
Comprehensive Planning	239,808	241,700	263,300	256,000
Community Planning & Support	<u>294,888</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	784,476	428,800	452,000	457,900
Employee Years by Activity				
Administration	2.6	1.6	1.7	1.7
Comprehensive Planning	5.5	5.1	5.3	5.3
Community Planning & Support	<u>6.8</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total	14.9	6.7	7.0	7.0



DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF PLANNING
PERSONNEL SUMMARY

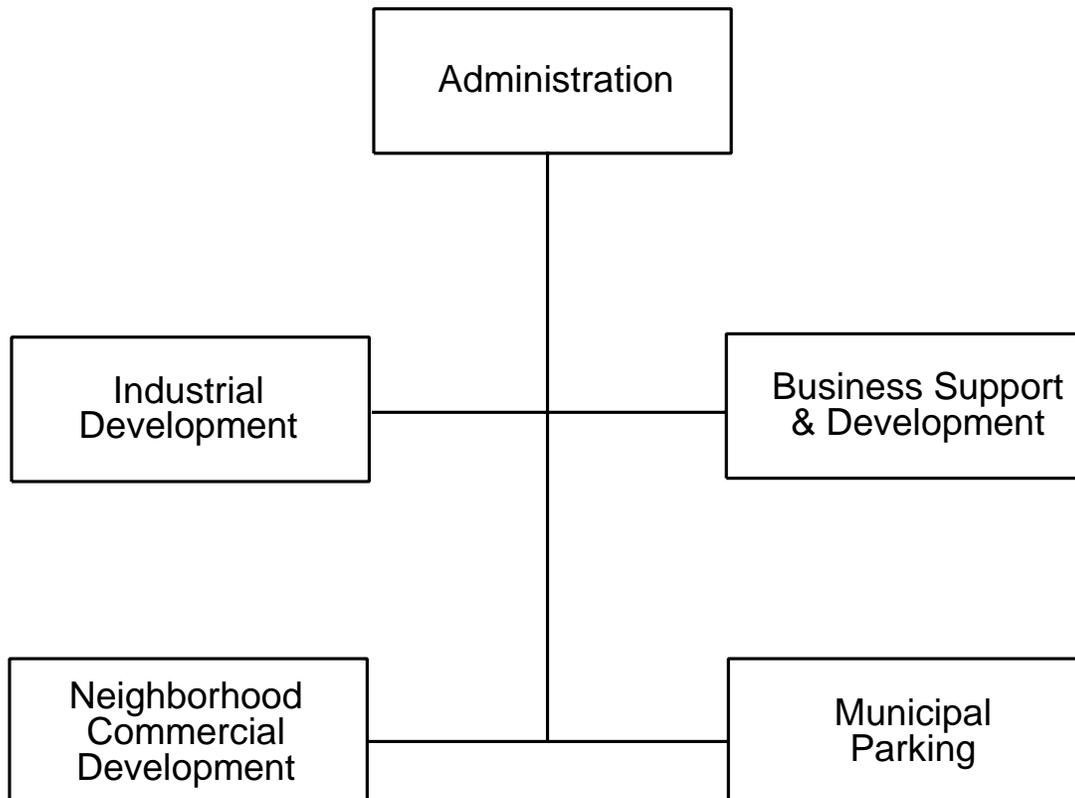
FULL TIME POSITIONS				Administration	Comprehensive Planning
Br.	Title	Budget 2000-01	Proposed 2001-02		
35	Director of Planning	1	1	1	
28	Supervising City Planner	0	1		1
27	Supervising City Planner	1	0		
24	Senior City Planner	1	1		1
24	Senior City Planner/Urban Design Spec.	0	1		1
20	City Planner	1	1		1
20	GIS Applications Specialist	1	0		
18	Junior City Planner	1	0		
12	GIS Technician	0	1		1
9	Clerk II	1	1	0.7	0.3
EMPLOYEE YEARS					
	Full Time	7.0	7.0	1.7	5.3
	Overtime	0.1	0.1	0.0	0.1
	Part Time, Temporary, Seasonal	0.0	0.0	0.0	0.0
	Less: Vacancy Allowance	<u>0.1</u>	<u>0.1</u>	<u>0.0</u>	<u>0.1</u>
	Total	7.0	7.0	1.7	5.3

Purpose

The Economic Development Department supports business growth, job creation and retention, and investment in the City. It develops strategies and programs; provides technical, financial, informational, and support services to new and existing industrial and commercial businesses and administers the Municipal Parking operation.

Organization

The Department is composed of five units: Administration, Industrial Development, Neighborhood Commercial Development, Business Support and Development, and Municipal Parking.



Highlights of the Department's 2001-02 work program are presented below.

<u>Bureau</u>	<u>Highlights</u>	<u>Projected Completion</u>
Industrial Development	Assist with leasing space in the former General Motors facility on Lee Rd.	Second Quarter
	Apply for expansion of the Empire Zone	Second Quarter
Neighborhood Commercial Development	Begin implementation of the North Clinton Avenue Redevelopment Project	Fourth Quarter
	Begin implementation of the Genesee Street Redevelopment Project (from Brooks Ave. to Cottage St.)	Fourth Quarter
Business Support & Development	Begin redevelopment of the River Street Train Depot	Third Quarter

Year-to-Year Comparison

<u>Bureau</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>	<u>Change</u>	<u>Percent Change</u>
Administration	404,900	425,200	20,300	5.0%
Industrial Development	434,100	482,200	48,100	11.1%
Neighborhood Commercial Development	629,800	765,300	135,500	21.5%
Business Support & Development	201,900	149,700	-52,200	-25.9%
Enterprise Business Development	104,500	0	-104,500	-100.0%
Municipal Parking	<u>2,751,400</u>	<u>2,628,700</u>	<u>-122,700</u>	<u>-4.5%</u>
Total	4,526,600	4,451,100	-75,500	-1.7%
Employee Years	41.7	42.2	0.5	1.2%

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
7,600	29,900	-13,500	0	-3,400	-96,100	-75,500

Major Change

Heat, light and power expenses were overestimated in previous years	-107,100
Professional fees are reduced to meet budget constraints	-52,100
A temporary position is created in Municipal Parking to handle additional workload related to Midtown Parking Garage	32,800
Security and elevator service costs Increase at Midtown Parking Garage	19,000
Garage inspections increase from two to four times per year	13,400
Productivity improvements result in savings	-10,100
Travel expenses increase based on anticipated need	8,000

**ECONOMIC DEVELOPMENT DEPARTMENT
EXPENDITURE SUMMARY**

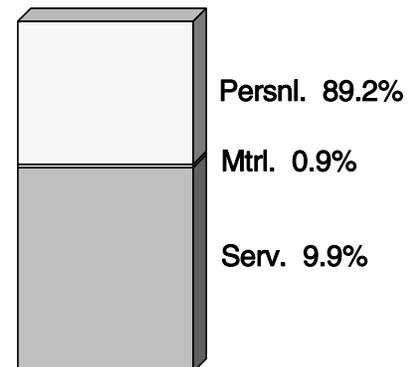
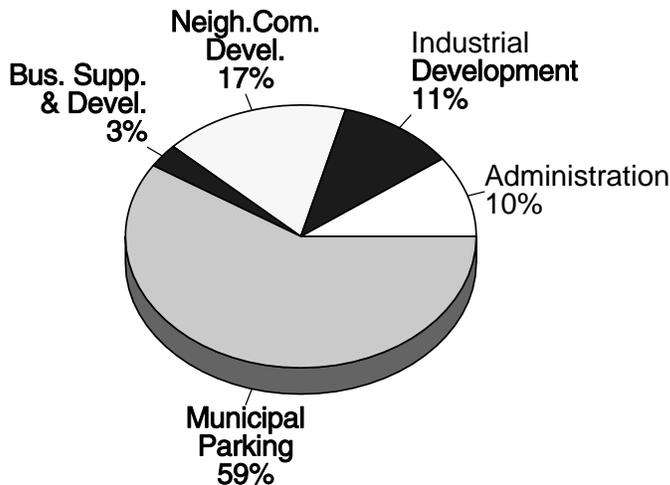
	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	1,492,480	1,650,300	1,766,800	1,815,600
Materials & Supplies	32,797	34,900	25,000	38,500
Services	2,399,836	2,556,200	2,734,800	2,597,000
Other	<u>0</u>	<u>63,700</u>	<u>0</u>	<u>0</u>
Total	3,925,113	4,305,100	4,526,600	4,451,100

Appropriation by Activity

Administration	337,495	366,400	404,900	425,200
Industrial Development	327,422	375,800	434,100	482,200
Neighborhood Commercial Development	647,129	629,000	629,800	765,300
Business Support & Development	244,196	262,500	201,900	149,700
Enterprise Business Development	0	79,200	104,500	0
Municipal Parking	<u>2,368,871</u>	<u>2,592,200</u>	<u>2,751,400</u>	<u>2,628,700</u>
Total	3,925,113	4,305,100	4,526,600	4,451,100

Employee Years by Activity

Administration	3.2	2.9	3.1	3.1
Industrial Development	7.5	7.4	7.9	8.9
Neighborhood Commercial Development	6.5	4.9	4.9	6.9
Business Support & Development	6.0	5.6	4.9	3.9
Enterprise Business Development	0.0	1.5	2.0	0.0
Municipal Parking	<u>5.6</u>	<u>17.7</u>	<u>18.9</u>	<u>19.4</u>
Total	28.8	40.0	41.7	42.2



ADMINISTRATION

This activity develops overall economic development policies and provides support services to the Department. Administration's activities include fiscal control, budgeting, personnel and office management, information systems, communications, and administrative support. This activity monitors the progress of New York State Empire Development Zone and Federal Enterprise Community Zone programs and oversees the Federal Section 108 Loan, the Economic Development Initiative Grant, and the Federal Economic Development Administration Grant programs. Staff provides services to the Rochester Economic Development Corporation (REDCO), an entity that facilitates financial packaging for business and development projects.

INDUSTRIAL DEVELOPMENT

This activity implements industrial development programs designed to generate jobs and investment through the attraction of new businesses to the City and the expansion and retention of existing industrial businesses within the City. It provides outreach, financial, technical, and site selection assistance to businesses.

Program Change

Empire Zone activity indicators are now included for assistance requests, certification applications processed and approved. The addition of this program also effects the amount of total investment and jobs generated and retained for Estimated 2000-01 and Budget 2001-02.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Industrial businesses (manufacturing & wholesale, est.)	1,200	1,200	1,200	1,200
WORKLOAD				
Business assistance requests:				
• Technical assistance	425	425	425	425
• Financial assistance	175	175	175	175
• Empire Zone Assistance	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>90</u>
Total	600	600	600	690
Industrial financial assistance applications processed	35	40	58	58
Empire Zone Certification applications processed	N/A	N/A	N/A	35
RESULTS				
Industrial financial assistance applications approved	31	25	40	35
Empire Zone Certification applications approved	N/A	N/A	N/A	32
Total Investment (\$000)	14,044	58,767	25,000	47,000
Jobs generated:				
• Created	319	733	580	1,200
• Retained	917	2,106	1,900	1,500
Minority/Women's Business Enterprise financial applications approved	12	8	10	10

N/A - Not Applicable

NEIGHBORHOOD COMMERCIAL DEVELOPMENT
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This activity implements various neighborhood commercial and enterprise business development related programs. It organizes neighborhood business associations, provides business association support and administers the Commercial Exterior Improvement Program, Business Assistance, Neighbors Shopping Neighborhoods, Commercial Loans, Business Succession and Enterprise Development programs. In addition, it provides assistance to sector-based and faith-based community development corporations.

Program Change

Enterprise Business Development's responsibilities are transferred to this unit. This impacts the business assistance requests for financial assistance in 2001-02. As a result of this merger and more outreach visits business assistance requests for technical assistance in 2001-02 increase. Business association support increases in 2001-02 with the addition of Thurston Rd. and Genesee St. associations. Commercial financial assistance applications approved decline due to an increase in matching grant amount per project and decrease in funding.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Commercial businesses (retail & service, est.)	4,000	4,000	4,000	4,000
Family-owned businesses (estimated)	N/A	N/A	N/A	1,000
WORKLOAD				
Business assistance requests:				
Technical assistance	1,500	1,500	1,500	2,000
Financial assistance	<u>250</u>	<u>280</u>	<u>250</u>	<u>280</u>
Total	1,750	1,780	1,750	2,280
Commercial financial assistance applications received and processed	58	55	49	45
Business Association Support	11	11	10	12
Minority/Women's Business Enterprise financial applications processed	21	28	21	28
RESULTS				
Commercial financial assistance applications approved	58	49	45	41
Investment (\$000)	2,170	3,300	3,500	3,500
Job generated				
Created	N/A	N/A	N/A	75
Retained	N/A	N/A	N/A	265
Minority/Women's Business Enterprise financial applications approved	21	21	21	24
Number of Community Development Corp assisted	N/A	N/A	N/A	4
Number of Seminars for small businesses various topics	N/A	3	3	6
Business Associations supported	N/A	N/A	N/A	12

N/A - Not Applicable

BUSINESS SUPPORT & DEVELOPMENT

This activity coordinates real estate development and high technology projects; oversees feasibility and consultant studies; monitors professional service agreements; completes site and financial analyses; performs market research; performs outreach to center city and entertainment district businesses; and provides support and pre-development services for the Department.

Program Change

Investment dollar and jobs generated (created and retained) increase due to the size of development projects.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
WORKLOAD				
Professional service contracts developed	4	8	4	4
Analyses of potential development sites	5	8	7	8
RESULTS				
Professional service contracts completed	4	12	4	4
Development projects completed	8	14	8	8
Investment (\$000)	8,916	34,730	25,633	38,620
Jobs generated				
●Created	279	635	477	592
●Retained	202	191	29	75

ENTERPRISE BUSINESS DEVELOPMENT

This bureau is eliminated and responsibilities are transferred to Neighborhood Commercial Development.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
Demand				
Family-owned businesses (estimated)	N/A	1,000	1,000	N/A
Commercial businesses (retail and service, est.)	N/A	4,000	4,000	N/A
WORKLOAD				
Business assistance requests:				
Technical assistance	N/A	80	80	N/A
Financial assistance	N/A	30	30	N/A
Commercial loan applications processed	N/A	6	6	N/A
RESULTS				
Franchise/entrepreneurial fairs conducted	N/A	1	1	N/A
Succession planning seminars conducted	N/A	2	2	N/A
Enterprise opportunities matched with qualified entrepreneurs	N/A	2	3	N/A
Commercial Loan applications approved	N/A	3	4	N/A
Investment (\$000)	N/A	720,000	795,000	N/A
Jobs generated				
●Created	N/A	15	13	N/A
●Retained	N/A	37	70	N/A

N/A - Not Applicable

MUNICIPAL PARKING

This activity administers the City's municipal parking program. This includes monitoring contracts for the operation of 9 garages, 18 lots, capital expenditure planning and monitoring of revenue collection. The City receives a percentage of total revenues from each garage and lot as set forth in contracts. This activity also oversees contractual operation of the East End garage on behalf of the Cultural Center Commission and monitors the Downtown Guides program contract.

Program Change

The Municipal Parking division requires an increased level of monitoring to address both the quality of service and the new security initiatives at each garage. Parking spaces in lots change due to a new lot at 40 Commercial St. Annual car counts in garages declines due to a reduction in number parking spaces at Mortimer, South Ave. and Court St. garages.

Performance Indicators

	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Budget</u> 2000-01	<u>Budget</u> 2001-02
DEMAND				
Parking spaces:				
• Garages	9,712	9,363	9,363	9,363
• Lots	2,503	1,759	1,700	1,759
• Street meters and metered lots	<u>1,623</u>	<u>1,573</u>	<u>1,573</u>	<u>1,573</u>
Total	13,838	12,695	12,636	12,695
WORKLOAD				
Garage operations audits performed	19	16	16	32
Contracts prepared & monitored	29	32	30	35
RESULT				
Annual car counts				
• Garages	3,262,083	2,973,000	3,134,000	2,926,000
• Lots & meters (est.)	<u>496,536</u>	<u>406,036</u>	<u>399,436</u>	<u>406,036</u>
Total	3,758,619	3,379,036	3,533,436	3,332,036

ECONOMIC DEVELOPMENT DEPARTMENT
PERSONNEL SUMMARY

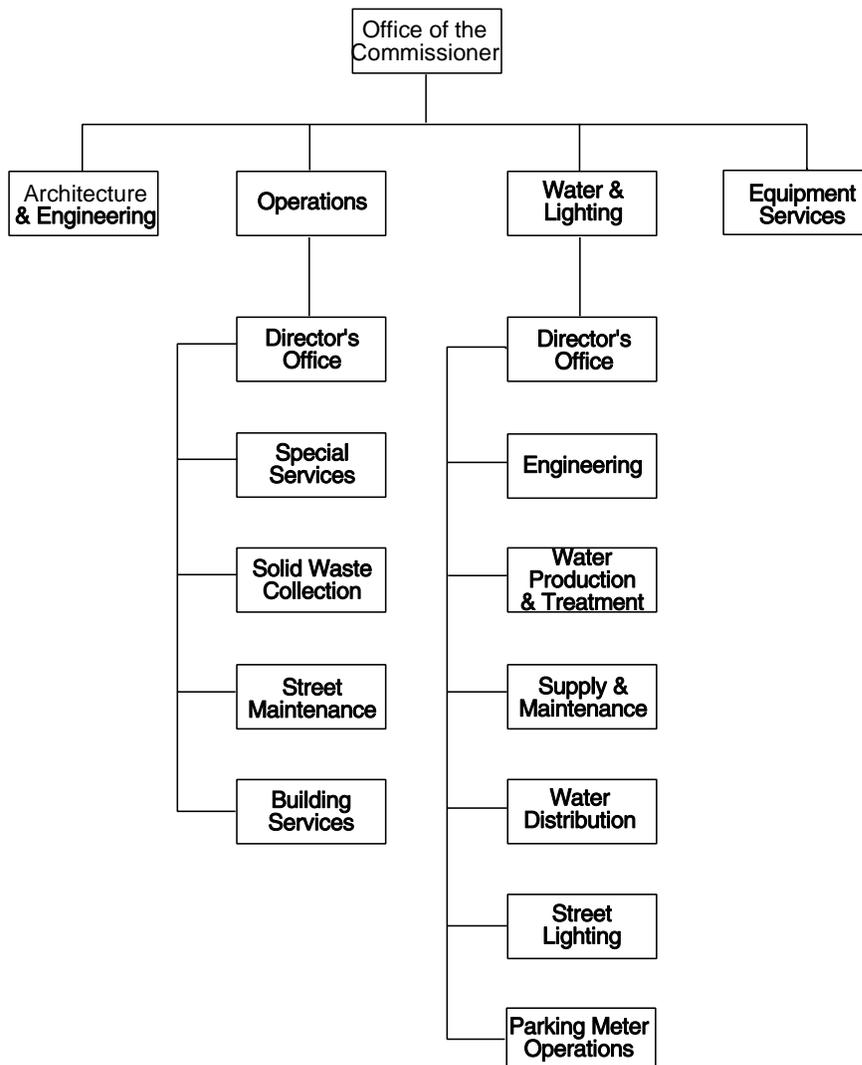
FULL TIME POSITIONS				Administration	Industrial Development	Neighborhood Commercial Development	Business Support & Development	Municipal Parking
Br.	Title	Budget 2000-01	Proposed 2001-02					
36	Commissioner	1	1	1				
33	Assistant Commissioner	1	1			1		
29	Principal Staff Assistant	1	0					
28	Manager of Downtown Development	1	1			1		
28	Municipal Parking Coordinator	1	1					1
26	Associate Economic Dev. Specialist	2	4		2	1	1	
24	Associate Program Assistant	1	1		1			
24	Credit Analyst	1	1		1			
24	Senior Administrative Analyst	0	1	1				
24	Senior Economic Dev. Specialist	11	9		4	2	3	
24	Senior Economic Dev. Specialist Bi-lingual	1	1			1		
23	Parking Facility Manager	1	1					1
20	Executive Assistant	1	0					
16	Secretary to Commissioner	1	1	1				
15	Accountant	1	1					1
14	Field Auditor	1	1					1
13	Assistant Parking Facility Manager	0	2					2
11	Secretary	2	2		1	1		
10	Parking Monitor	0	1					1
9	Clerk II with Typing	1	1					1
60	Building Maintenance Mechanic	0	1					1
52	Building Maintenance Helper	0	1					1
425	Parking Fee Collectors	0	7					7
EMPLOYEE YEARS								
	Full Time	29.0	40.0	3.0	9.0	7.0	4.0	17.0
	Overtime	1.5	2.0	0.0	0.0	0.0	0.0	2.0
	Part Time, Temporary, Seasonal	11.6	0.6	0.1	0.0	0.0	0.0	0.5
	Less: Vacancy Allowance	<u>0.4</u>	<u>0.4</u>	<u>0.0</u>	<u>0.1</u>	<u>0.1</u>	<u>0.1</u>	<u>0.1</u>
	Total	41.7	42.2	3.1	8.9	6.9	3.9	19.4

PURPOSE

The Department of Environmental Services provides safe, clean, and attractive surroundings for the community through the efficient planning, development, and provision of water service, infrastructure, and maintenance and service programs. The Department also provides services within the City organization, including maintenance and repair of motor equipment and buildings, telephone service, security, and technical support for projects that involve engineering, architectural, or environmental aspects.

Organization

The Department is composed of the Office of the Commissioner, the Bureaus of Architecture & Engineering, Operations, Water & Lighting, and Equipment Services.



DEPARTMENT OF ENVIRONMENTAL SERVICES

Highlights of the Department of Environmental Services 2001-02 work program are presented below. Additional information for each bureau is included in the sections that follow.

<u>Bureau</u>	<u>Highlights</u>	<u>Projected Completion</u>
Commissioner's Office	Remove 8 acres of the former Emerson Street Landfill from NYSDEC Hazardous Waste Site Registry	First Quarter
	Install petroleum recovery system at Mt. Read Blvd. fuel depot	First Quarter
	Award contract for new City-wide telephone system	Second Quarter
	Commence remedial construction for former Phototech facility	Third Quarter
	Complete Phase II of the former APCO/Artuso site remediation	Third Quarter
Architecture & Engineering	Begin preliminary design of new Water & Lighting facility	First Quarter
	Begin reconstruction of Lake Avenue (Burley Road-Lake Ontario State Parkway)	First Quarter
	Complete Ford Street Bridge renovation	Second Quarter
	Complete East River Wall reconstruction	Second Quarter
	Complete construction of new Public Safety Building	Fourth Quarter
Operations	Complete lot maintenance database integration with Geographic Information System (GIS)	First Quarter
Water & Lighting	Convert water disinfection system at Rush Reservoir	First Quarter
	Complete Hemlock Gatehouse Tunnel Access Rehabilitation project	First Quarter
Equipment Services	Complete installation of new fleet management system	Second Quarter

Year-to-Year Comparison

<u>Bureau</u>	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>	<u>Percent Change</u>
Office of the Commissioner	2,828,200	3,290,600	462,400	16.3%
Architecture & Engineering	3,695,200	3,718,500	23,300	0.6%
Operations	32,349,500	33,489,800	1,140,300	3.5%
Water & Lighting	23,778,900	23,212,200	-566,700	-2.4%
Equipment Services	<u>5,802,400</u>	<u>6,136,400</u>	<u>334,000</u>	5.8%
Total	68,454,200	69,847,500	1,393,300	2.0%
Less: Intrafund Credit*	<u>3,570,000</u>	<u>3,295,800</u>	<u>-274,200</u>	-7.7%
	64,884,200	66,551,700	1,667,500	2.6%
Employee Years	751.3	763.9	12.6	1.7%

*Reflects chargebacks for telephone and motor equipment services

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
439,700	171,500	237,400	52,600	16,000	750,300	1,667,500

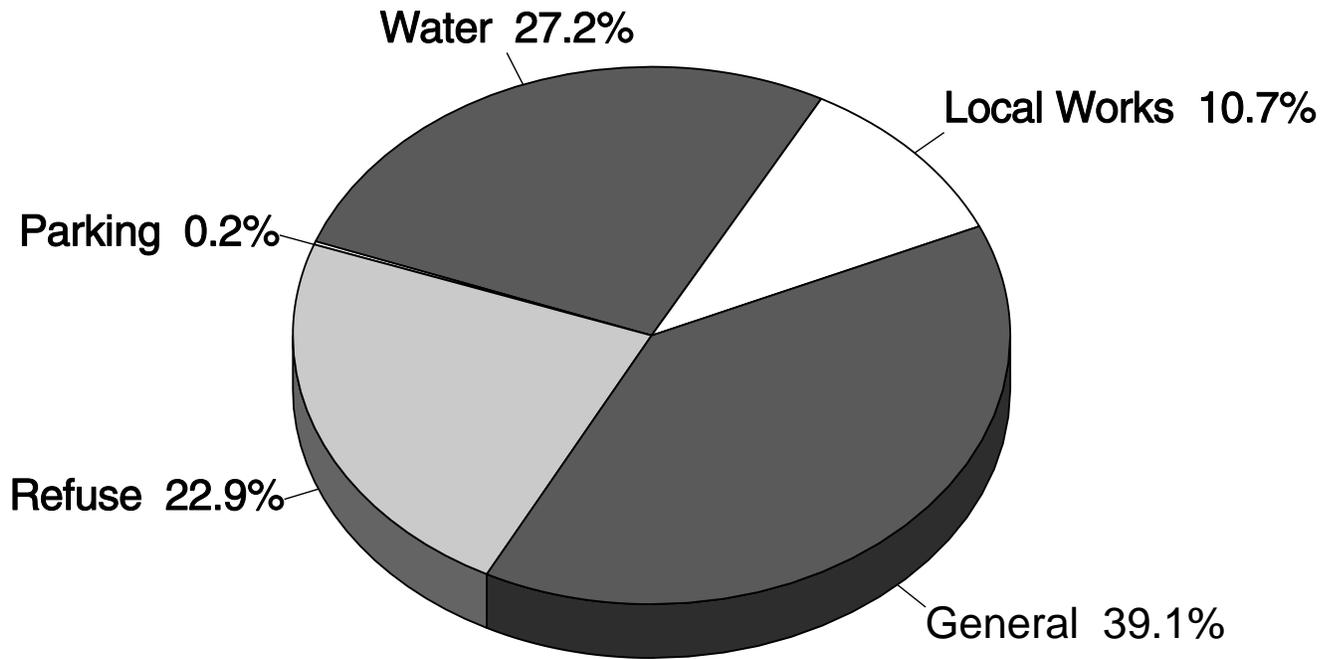
Major Change

Reduction in street lighting expense realized as a result of changes in fees	-580,000
A Technology Services unit is established to develop new and maintain existing information systems and technologies	361,700
Funds are added to the fuel allocation for projected unit cost increases-\$191,000 and additional consumption-\$167,000	358,000
Funding for additional overtime and seasonal crews is required for rising demand for vacant lot maintenance	312,000
An in lieu of equipment depreciation expense is not repeated	-265,500
Allocations for utilities expense increase based on projected need	224,600
Tipping fee allocations in Solid Waste and Special Services activities increase for projected tonnage	219,500
The allocation for holiday and weekend overtime reduced in the 2000-01 Budget is restored to ensure continued prompt response for snow removal	86,300
Professional fees are added for contracted landscaping for trails	30,000

DEPARTMENT OF ENVIRONMENTAL SERVICES

Fund Summary						
<u>Bureau/Division</u>	<u>General</u>	<u>Local Works</u>	<u>Water</u>	<u>Parking</u>	<u>Refuse</u>	<u>Total</u>
Commissioner	1,862,700	274,300	545,100		608,500	3,290,600
Architecture & Engineering	3,718,500					3,718,500
Operations:						
Director's Office	618,400	74,600			159,800	852,800
Solid Waste Collection					15,200,700	15,200,700
Special Services	1,925,200	7,101,900				9,027,100
Street Maintenance	2,057,900					2,057,900
Building Services	<u>6,351,300</u>					<u>6,351,300</u>
	10,952,800	7,176,500			15,360,500	33,489,800
Water & Lighting:						
Water Fund Operating Units and Fixed Charges			18447000			18,447,000
Street Lighting	4,617,800					4,617,800
Parking Meter Operations				<u>147,400</u>		<u>147,400</u>
	4,617,800		18,447,000	147,400		23,212,200
Equipment Services	6,136,400					6,136,400
Subtotal	<u>27,288,200</u>	<u>7,450,800</u>	<u>18,992,100</u>	<u>147,400</u>	<u>15,969,000</u>	<u>69,847,500</u>
Less Intrafund Credits:						
- Building Services	1,093,900					1,093,900
- Equipment Services	2,201,900					2,201,900
Net Total	<u>23,992,400</u>	<u>7,450,800</u>	<u>18,992,100</u>	<u>147,400</u>	<u>15,969,000</u>	<u>66,551,700</u>

OPERATING BUDGET BY FUND

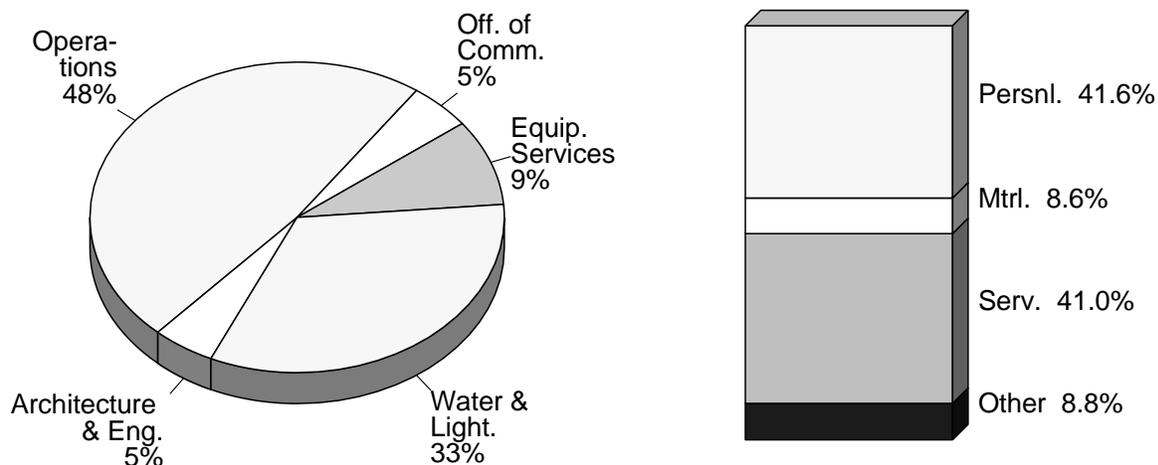


Note: Does not reflect intrafund credits

**DEPARTMENT OF ENVIRONMENTAL SERVICES
EXPENDITURE SUMMARY**

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Amended 2000-01</u>	<u>Proposed 2001-02</u>
Appropriation by Major Object				
Personnel Expenses	27,626,087	27,897,900	28,040,200	29,069,000
Materials & Supplies	5,442,490	5,777,670	5,473,800	5,978,000
Services	28,513,154	28,713,030	28,537,300	28,662,000
Other	<u>6,156,940</u>	<u>6,356,200</u>	<u>6,402,900</u>	<u>6,138,500</u>
Total	67,738,671	68,744,800	68,454,200	69,847,500
Less: Intrafund Credit*	<u>4,105,549</u>	<u>3,088,300</u>	<u>3,570,000</u>	<u>3,295,800</u>
Total	63,633,122	65,656,500	64,884,200	66,551,700
Appropriation by Activity				
Office of the Commissioner	2,758,499	2,830,600	2,828,200	3,290,600
Architecture & Engineering	3,520,709	3,643,700	3,695,200	3,718,500
Operations	31,271,085	33,186,500	32,349,500	33,489,800
Water & Lighting	24,152,997	22,991,300	23,778,900	23,212,200
Equipment Services	<u>6,035,381</u>	<u>6,092,700</u>	<u>5,802,400</u>	<u>6,136,400</u>
Total	67,738,671	68,744,800	68,454,200	69,847,500
Less: Intrafund Credit*	<u>4,105,549</u>	<u>3,088,300</u>	<u>3,570,000</u>	<u>3,295,800</u>
Total	63,633,122	65,656,500	64,884,200	66,551,700
Employee Years by Activity				
Office of the Commissioner	63.6	61.2	61.2	67.6
Architecture & Engineering	73.2	71.7	73.5	72.6
Operations	381.9	377.1	373.5	385.8
Water & Lighting	165.4	156.1	160.1	156.2
Equipment Services	<u>85.9</u>	<u>82.8</u>	<u>83.0</u>	<u>81.7</u>
Total	770.0	748.9	751.3	763.9

*Reflects chargebacks for telephone and motor equipment services



The Office of the Commissioner manages the Department, provides customer service, coordinates environmental regulatory compliance efforts and oversees hazardous waste site remediation activities at City properties, trains departmental personnel in the performance of their jobs, furnishes security service at several City facilities, and provides support for information systems and technologies.

Program Change

A Technology Services unit is created to provide department-wide information systems and technologies.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Remove 8 acres of the former Emerson Street Landfill from NYSDEC Hazardous Waste Site Registry	First Quarter
Install petroleum recovery system at Mt. Read Blvd. fuel depot	First Quarter
Award contract for new City-wide telephone system	Second Quarter
Begin remedial construction for former Phototech facility	Third Quarter
Complete Phase II remediation of the former APCO/Artuso site	Third Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	2,828,200	3,290,600	462,400
Employee Years	61.2	67.6	6.4

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
34,500	7,300	10,100	0	-900	411,400	462,400

Major Change

A Technology Services unit is established to develop new and maintain existing information systems and technologies	361,700
The "Greta" program transfers from the Operations Bureau to the Office of Customer Satisfaction and outreach hours are expanded	30,000
Additional part time security personnel was added during 2000-01 for evening coverage at the Police Department Auto Pound	29,700
Phase I environmental assessment funding is eliminated due to availability of cash capital funds	-10,000

ADMINISTRATION

Administration establishes departmental policies, reviews operational efficiency and effectiveness, and coordinates activities within the Department and with other City departments and external agencies. It manages personnel administration and monitors the Department's operating and capital budgets.

DEPARTMENT OF ENVIRONMENTAL SERVICES
OFFICE OF THE COMMISSIONER

ENVIRONMENTAL QUALITY

Environmental Quality manages environmental investigations and hazardous waste site remediation activities at City properties. The activity coordinates environmental regulatory compliance efforts for the City, conducts environmental audits of sites under consideration for acquisition, and provides analysis on a variety of environmental issues.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Phase I site assessments requested	31	9	30	23
Preliminary site assessments requested	1,085	1,395	1,100	1,100
WORKLOAD				
Phase I site assessments completed	5	35	13	35
Preliminary site assessments completed*	1,085	1,395	1,100	1,100
Waste management projects completed	76	54	50	55
Tons of waste material treated or sent for disposal**	7,466	3,308	8,100	11,600
Inspections of City facilities completed	21	18	24	24
Spill responses completed	27	20	24	24
NYS cleanup agreements and orders	8	8	11	10
Remedial systems operating	12	11	11	12
EFFICIENCY				
Cleanup cost per acre (\$):				
• Planned residential site reuse**	25,500	133,300	166,667	270,000
• Planned commercial/industrial reuse	60,000	50,000	144,516	74,000
RESULTS				
Sites remediated	4	4	6	3
Acres remediated	8	5	32	10

*Includes all commercial and industrial tax delinquent properties

**The 2001-02 figure includes estimated tonnage and expense for cleanup at Dewey Avenue site and APCO site.

SECURITY

Security provides guard service at key City facilities and during various City events. Service is provided at City Hall, the Department of Environmental Services' Operations Center and Bureau of Water & Lighting, the Auto Pound, and commercial buildings acquired by the City through foreclosure. A mobile security patrol provides routine surveillance of City properties and secures firehouses and libraries when necessary. The unit monitors security alarms at City facilities and some Rochester City School District buildings. The unit also conducts seasonal evening and weekend patrols at Turning Point, Maplewood, Cobbs Hill, and Genesee Valley Parks, and along the Genesee River Trail.

Program Changes

Evening coverage at the Police Department Auto Pound is provided. Security service at the Public Market is no longer provided by City personnel.

OFFICE OF CUSTOMER SATISFACTION

The Office of Customer Satisfaction (OCS) provides customer service for the Department's public services. The unit receives and responds to inquiries and requests for service, provides complaint resolution, renders water and commercial refuse bills to customers, and conducts customer surveys to measure the efficiency and effectiveness of services that are provided. The unit oversees the "Greta" program, an educational effort designed to increase the awareness of youth to problems of litter and graffiti and to encourage recycling and waste reduction. The activity also works in conjunction with the Bureau of Operations' Building Services division to manage the City's telephone system. The Bureau of Water & Lighting's Dispatch activity assists the unit by receiving calls when the office is not staffed.

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
City residents	216,000	216,000	216,000	219,800
Customer Accounts				
• Water	61,649	61,408	62,000	61,400
• Refuse	56,513	56,145	56,050	56,100
WORKLOAD				
Number of telephone calls received*	143,276	136,800	150,000	140,000
Number of service requests taken	24,973	21,700	30,000	25,000
Number of complaints taken	23,532	19,600	24,000	23,000
Customer satisfaction surveys conducted	3	6	3	6
Water billings rendered	266,496	272,960	263,600	265,000
Commercial refuse billings rendered	11,450	11,252	12,000	11,600
RESULTS				
Percent of telephone calls answered within 30 seconds	86.9	89.0	90.0	90.0
Repeat complaints as a percentage of total complaints received	2.4	1.5	3.0	2.2
Level of customer satisfaction as measured by quality assurance callbacks (percent)	89.8	85.0	90.0	90.0

*Calls taken by Water Dispatch operation between 11:00 p.m. and 6:30 a.m., when OCS is not staffed, are shown in the Water & Lighting performance indicators

TRAINING & SAFETY

Training and Safety trains departmental personnel in the performance of their jobs. The unit develops and delivers management, technical, customer service, safety, and equipment training. It coordinates the Department's total quality management program.

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Full time positions authorized in department	664.0	662.0	662.0	663.0
Part time, temporary, seasonal equivalents	<u>32.9</u>	<u>38.7</u>	<u>36.7</u>	<u>43.9</u>
Total	696.9	700.7	698.7	706.9

DEPARTMENT OF ENVIRONMENTAL SERVICES
OFFICE OF THE COMMISSIONER

Performance Indicators	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Budget</u> 2000-01	<u>Budget</u> 2001-02
WORKLOAD				
Individuals participating in training sessions:				
• Quality tools	75	106	150	260
• Telephone techniques	20	0	100	50
• Supervisory skills	240	67	60	20
• Defensive driving techniques	260	208	280	360
• Safety & Wellness	16	343	N/A	125
• Equipment training	450	456	500	400
New employees participating in orientation program	30	20	30	36
RESULTS				
Occupational Safety and Health Administration (OSHA) reportable accidents	115	122	110	100
Safe driving awards issued as a percentage of eligible drivers	80.6	85.0	85.0	85.0

N/A - Not Applicable

TECHNOLOGY SERVICES

Technology Services provides information systems and technologies that enable departmental units to accomplish their respective missions. These systems and technologies provide departmental personnel with information relative to their operations, support strategic planning, promote effective resource management, enhance customer service, and promote internal and external communication.

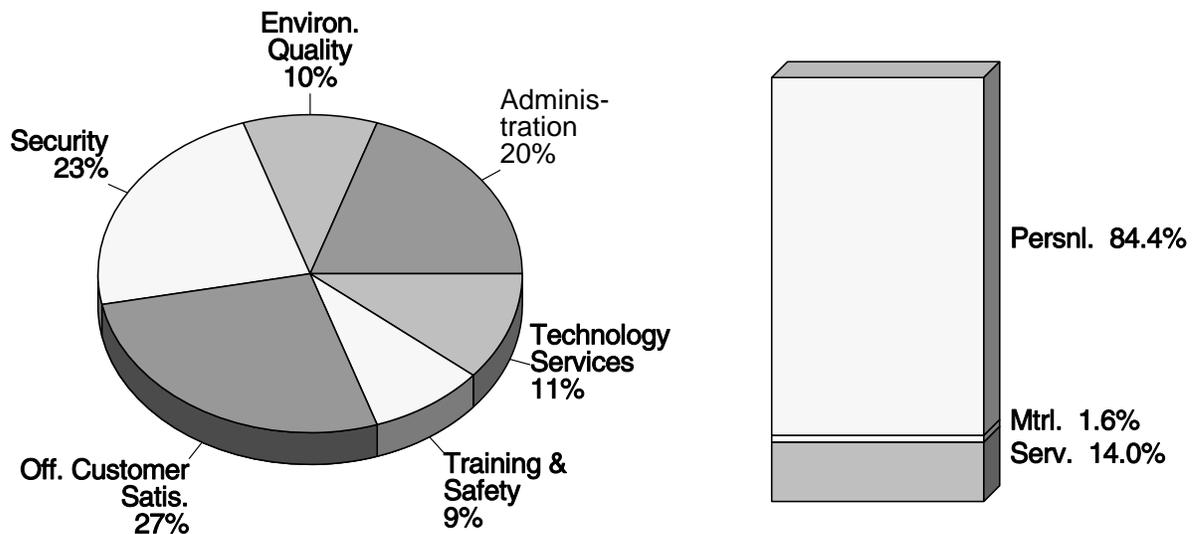
DEPARTMENT OF ENVIRONMENTAL SERVICES
OFFICE OF THE COMMISSIONER
EXPENDITURE SUMMARY

7-11

	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Appropriation by Major Object				
Personnel Expenses	2,324,341	2,390,700	2,389,900	2,777,800
Materials & Supplies	83,551	59,185	44,500	53,400
Services	350,607	380,715	393,800	459,400
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	2,758,499	2,830,600	2,828,200	3,290,600

Appropriation by Activity				
Administration	605,485	653,700	646,300	647,700
Environmental Quality	340,918	325,500	324,900	326,700
Security	761,759	725,900	731,100	769,800
Office of Customer Satisfaction	804,950	823,100	837,200	882,500
Training & Safety	245,387	302,400	288,700	302,200
Technology Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>361,700</u>
Total	2,758,499	2,830,600	2,828,200	3,290,600

Employee Years by Activity				
Administration	10.8	9.7	9.7	9.3
Environmental Quality	5.5	5.5	5.6	5.5
Security	25.7	23.5	23.5	24.0
Office of Customer Satisfaction	17.5	17.3	17.3	17.3
Training & Safety	4.1	5.2	5.1	5.1
Technology Services	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>6.4</u>
Total	63.6	61.2	61.2	67.6



DEPARTMENT OF ENVIRONMENTAL SERVICES
OFFICE OF THE COMMISSIONER
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Environmental Quality	Security	Office of Customer	Training & Safety	Technology Services
Br.	Title	Budget 2000-01	Proposed 2001-02						
36	Commissioner	1	1	1					
35	Deputy Commissioner	1	1	1					
29	Computer Systems Analyst	0	1						1
29	Manager of Customer Satisfaction	1	1				1		
29	Manager of Environmental Quality	1	1		1				
29	Principal Staff Assistant	1	1	1					
27	Superintendent of Security	1	1			1			
26	Associate Administrative Analyst	0	1	0.5					0.5
26	Training & Safety Coordinator	1	1					1	
25	Programmer Analyst	0	1						1
25	Senior Environmental Specialist/Compliance	1	1		1				
25	Senior Environmental Specialist/Remediation	1	1		1				
25	Superintendent of Customer Accounts	1	1				1		
24	Senior Administrative Analyst	3	4	2	1		1		
23	Assistant Superintendent of Customer Satisfaction	1	0						
23	Computer Applications Specialist	0	2						2
21	Environmental Technician	1	1		1				
21	Equipment Training Coordinator	1	1					1	
20	Executive Assistant	1	0						
20	GIS Applications Specialist	0	1						1
19	Equipment Trainer	1	1					1	
18	Municipal Assistant	2	2	1				1	
18	Secretary to the Commissioner	0	1	1					
18	Supervising Service Representative	1	1				1		
16	Secretary to the Commissioner	1	0						
16	Supervising Security Guard	2	2			2			
14	Senior Human Resource Associate	1	1					1	
13	Administrative Secretary	1	1	1					
10	Service Representative	9	9				9		
10	Service Representative/Bilingual	2	2				2		
9	Clerk II	1	1	0.5	0.5				
59	Car Pool Coordinator	1	1			1			
57	Senior Security Guard	5	4			4			
52	Security Guard	8	9			9			
EMPLOYEE YEARS									
Full Time		52.0	57.0	9.0	5.5	17.0	15.0	5.0	5.5
Overtime		2.6	2.7	0.1	0.0	1.5	1.0	0.1	0.0
Part Time, Temporary, Seasonal		6.6	7.9	0.2	0.0	5.5	1.3	0.0	0.9
Less: Vacancy Allowance		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total		61.2	67.6	9.3	5.5	24.0	17.3	5.1	6.4

The Bureau of Architecture & Engineering implements the City's capital program through design, construction, inspection, and rehabilitation of buildings, bridges, roads, and other infrastructure.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Begin planning and design of Chili Avenue	First Quarter
Begin reconstruction of Lake Avenue (Burley Road-Lake Ontario State Parkway)	First Quarter
Begin planning and design of South Plymouth Avenue project	First Quarter
Begin preliminary design of new Water & Lighting facility	First Quarter
Complete renovation of Ford Street Bridge	Second Quarter
Complete reconstruction of East River Wall	Second Quarter
Complete construction of new Public Safety Building	Fourth Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	3,695,200	3,718,500	23,300
Employee Years	73.5	72.6	-0.9

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
51,900	5,200	6,900	0	4,100	-44,800	23,300

Major Change

Two positions transfer to the Office of the Commissioner to become part of the new Technology Services unit	-91,200
A position is added in Architectural Services to provide administrative support	46,400

ADMINISTRATION

This activity manages the Bureau and provides technical support for City projects, including design, coordination, and implementation of capital projects. Administrative tasks include monitoring and implementation of Neighbors Building Neighborhoods (NBN) action steps assigned to the Bureau, and the development of measures to chart performance trends for the City's quality initiatives.

CONSTRUCTION

Construction inspects and administers construction activities funded by the City. This includes monitoring construction progress, coordinating traffic movement around street related projects, and preparing and processing project cost estimates.

**DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF ARCHITECTURE & ENGINEERING**

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Total contracts	30	38	27	26
Value of projects to be inspected (\$000,000)	19.48	24.94	19.43	16.50
WORKLOAD				
Contracts inspected:				
• In-house	9	12	12	9
• Consultant	21	26	15	15
Value of projects inspected: (\$000,000)				
• In-house	4.36	3.83	4.62	3.80
• Consultant	15.12	21.11	14.81	12.70

MAPS & SURVEYS

This activity maintains the Official City Map, records deeds of property transferred in the City, notifies the Assessor of ownership changes, reviews subdivision requests, assigns street numbers to new buildings, reproduces documents, maps, and construction plans for City departments, maintains the City's survey monuments, and makes necessary surveys.

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Property parcels in City	67,700	67,700	67,700	67,700
Street miles (centerline)	539	539	537	539
City survey monuments	5,795	5,806	5,810	5,820
Property line miles (Upland)	75	75	75	75
WORKLOAD				
Miles of topographic street surveys	4.45	3.50	3.50	3.50
Monuments recentered through construction	41	57	55	55
Monuments maintained	820	850	860	820
Official map changes made	176	186	125	140
Deeds processed	7,300	6,500	6,300	6,800
Subdivision requests reviewed	111	90	90	90
Non-street surveys completed	29	18	18	18

PERMIT OFFICE

The Permit Office issues permits for construction work in the right-of-way. This work includes street openings, trenching, driveway construction, new water services and renewals, water abandonments, and use of hydrants and barricades. The office reviews and processes permit applications, reviews letters of credit, reviews liability insurance certificates, investigates public complaints, inspects sites for which permits have been issued, tests street restorations (utility cuts) for compliance with standards and specifications, and prepares Notice and Orders resulting from code violations.

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Permit applications received	1,442	1,300	1,300	1,400

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
WORKLOAD				
Permits issued	1,386	1,275	1,300	1,300
Permit inspections performed	2,404	2,900	3,900	2,300
Site inspections in response to inquiries	475	348	348	400
Notice and Orders issued	134	93	93	105
Street restorations tested for compliance	72	70	70	70
RESULTS				
Percent of tested street restorations in compliance with standards and specifications	75	76	75	77

STREET DESIGN

Street Design plans and implements the City's Street Improvement Program. It inspects streets, updates the Street Inventory System and designs improvements such as street resurfacing and reconstruction, asphalt removal, and curb replacement. The unit reviews and acts upon the recommendations of consulting engineers, investigates citizen complaints, and provides technical support to the Administration activity. It also inspects hazardous sidewalks and designs replacements.

Program Change

Centerline miles resurfaced (%) data reflects a change in program emphasis from resurfacing to more curb replacement projects on residential streets.

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Street length (in centerline miles):				
● Arterial streets	95	95	94	95
● Collector streets	46	46	46	46
● Residential streets	<u>398</u>	<u>398</u>	<u>397</u>	<u>398</u>
Total:	539	539	537	539
Sidewalks (000,000 sq. ft.)	33.2	33.2	29.7	33.2
WORKLOAD				
Miles of street resurfacing design/investigation performed	0.70	1.27	4.80	1.80
Miles of street improvements designed:				
● In-house	2.14	2.03	3.09	2.47
● Consultants	3.76	3.24	3.39	2.71
Value of street improvement projects designed: (\$000,000)				
● In-house	3.43	3.71	6.27	5.00
● Consultants	11.47	10.00	14.06	11.25
Sidewalks investigated (000,000 sq. ft)	9.33	10.32	8.36	8.91
RESULTS				
Centerline miles resurfaced (%)	0.10	0.20	0.90	0.33
Sidewalk improved (000,000 sq. ft.)	0.15	0.21	0.16	0.17

**DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF ARCHITECTURE & ENGINEERING**

ARCHITECTURAL SERVICES

Architectural Services plans and executes the City's building renovation program, reviews requests for building-related construction projects, inspects and prepares reports on project requests, designs building construction and renovation projects, and provides technical support to consultants involved in the design of City projects.

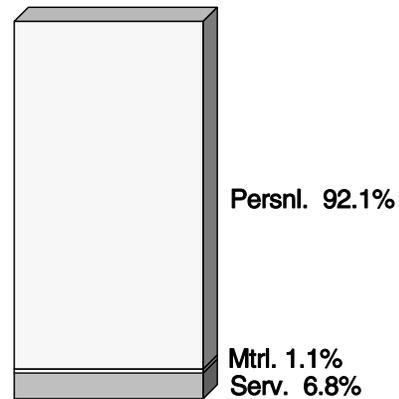
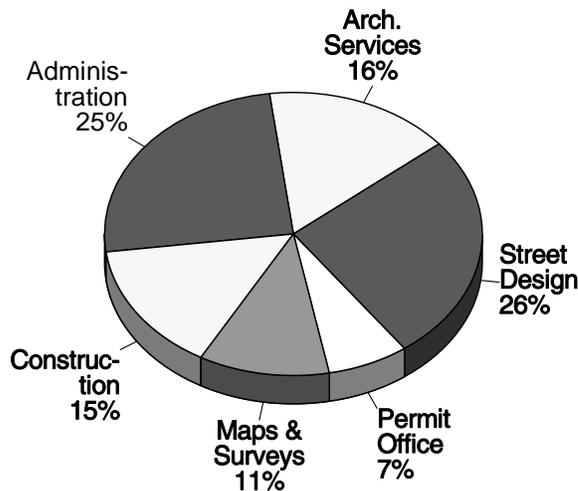
Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
City building inventory	190	191	190	191
Facilities in building renovation program	157	159	157	159
Municipal parking garages	9	9	9	9
WORKLOAD				
Technical surveys and reports	26	17	40	32
Projects designed:				
● In-house	43	38	36	38
● Consultant	22	18	23	22
● Combined	0	0	2	1
Construction contracts administered:				
● In-house	44	36	29	29
● Consultant	23	14	14	21
Value of projects designed (\$000,000)				
● In-house	1.12	1.04	1.60	1.60
● Consultant	15.23	2.21	3.00	3.00
● Combined	0.00	0.00	0.50	0.50
Value of construction contracts administered (\$000,000)				
● In-house	1.86	0.69	2.22	2.00
● Consultant	1.71	11.77	11.70	9.29

DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF ARCHITECTURE & ENGINEERING
EXPENDITURE SUMMARY

Appropriation by Major Object	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Amended 2000-01</u>	<u>Proposed 2001-02</u>
Personnel Expenses	3,215,504	3,277,400	3,419,100	3,426,200
Materials & Supplies	50,004	60,400	40,800	39,000
Services	255,201	305,900	235,300	253,300
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	3,520,709	3,643,700	3,695,200	3,718,500

Appropriation by Activity	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Amended 2000-01</u>	<u>Proposed 2001-02</u>
Administration	902,500	997,300	931,800	916,600
Construction	567,556	570,800	559,800	571,200
Maps and Surveys	414,063	440,200	442,200	410,400
Permit Office	237,798	250,000	240,200	245,800
Street Design	834,958	525,000	950,100	972,800
Architectural Services	<u>563,834</u>	<u>860,400</u>	<u>571,100</u>	<u>601,700</u>
Total	3,520,709	3,643,700	3,695,200	3,718,500

Employee Years by Activity	1999-2000	2000-01	2000-01	2001-02
Administration	14.3	14.3	14.1	13.1
Construction	11.0	11.1	11.0	10.9
Maps and Surveys	10.1	10.1	10.1	9.0
Permit Office	6.0	6.3	5.9	6.0
Street Design	19.6	19.7	20.2	20.4
Architectural Services	<u>12.2</u>	<u>10.3</u>	<u>12.2</u>	<u>13.2</u>
Total	73.2	71.7	73.5	72.6



DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF ARCHITECTURE & ENGINEERING
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Construction	Maps & Surveys	Permit Office	Street Design	Architectural Services
Br.	Title	Budget 2000-01	Proposed 2001-02						
35	City Engineer	1	1	1					
32	Assistant City Engineer/Arch. & Bldg.	1	0						
32	Managing Architect	0	1						1
32	Managing Engineer-Construction	1	1		1				
32	Managing Engineer-Street Design	1	1					1	
29	Senior Engineer-Street Design	1	1					1	
29	Senior Landscape Architect	2	2	2					
29	Senior Structural Engineer/Bridges	1	1	1					
28	Manager of Maps & Surveys	1	1			1			
27	Senior Architect	2	2						2
27	Transportation Specialist	1	1	1					
26	Engineer III	6	6		3			3	
24	Architect	2	2						2
24	Engineer II	1	4					4	
24	Field Surveyor	1	1			1			
24	Permit Coordinator	1	1				1		
24	Senior Administrative Analyst	4	4	2				1	1
21	Assistant Architect	3	3						3
21	Assistant Landscape Architect	0	1	1					
21	Engineer I	6	4	1	2			1	
21	Supervisor of Mapping	1	1			1			
21	Supv. Engineering Technician	3	3		1			2	
20	GIS Applications Specialist	1	0						
18	Assistant Field Surveyor	1	1			1			
18	Junior Architect	2	1						1
18	Principal Engineering Technician	4	4		2	1	1		
15	Architectural Drafter	0	1						1
15	Senior Engineering Technician	1	3					3	
15	Senior Engineering Technician/Struct.	1	0						
15	Senior Landscape Technician	1	0						
15	Senior Survey Technician	3	3			3			
13	Administrative Secretary	1	1	1					
12	Engineering Technician	8	6				3	3	
12	Landscape Technician	1	1	1					
11	Secretary	1	1						1
9	Clerk II	1	1			1			
9	Clerk II with Typing	4	4		1		1	1	1
9	Clerk II with Typing/Bilingual	1	1	1					
8	Senior Stenographer	1	1	1					
EMPLOYEE YEARS									
Full Time		72.0	71.0	13.0	10.0	9.0	6.0	20.0	13.0
Overtime		1.7	1.8	0.0	1.0	0.2	0.0	0.3	0.3
Part Time, Temporary, Seasonal		1.5	1.5	0.4	0.2	0.0	0.1	0.6	0.2
Less: Vacancy Allowance		1.7	1.7	0.3	0.3	0.2	0.1	0.5	0.3
Total		73.5	72.6	13.1	10.9	9.0	6.0	20.4	13.2

DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF OPERATIONS

7-19

The Bureau of Operations is comprised of five units. The Director's Office is responsible for Bureau administration and maintenance of the Downtown Services District. Refuse is collected from residential and commercial customers by the Solid Waste Collection Division. The Special Services Division removes snow and ice from streets and sidewalks, maintains vacant lots, sweeps streets, collects leaves, and removes graffiti. The Street Maintenance Division conducts a surface treatment program on City streets, restores Bureau of Water & Lighting utility cuts, and repairs potholes, bridges, guardrails, and sidewalks. City-owned buildings are maintained and repaired by the Building Services Division.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Complete lot maintenance database integration with Geographic Information System (GIS)	First Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	31,259,500	32,395,900	1,136,400
Employee Years	373.5	385.8	12.3

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
164,300	73,800	242,200	56,000	4,500	595,600	1,136,400

Major Change

Additional overtime and seasonal crews are required due to rising demand for vacant lot maintenance	312,000
An in lieu of equipment depreciation expense is not repeated	-265,500
Tipping fee expenses in Solid Waste and Special Services activities increase based on projected tonnage	219,500
Allocations for utilities expense increase based on projected need	203,600
The allocation for holiday and weekend overtime reduced in the 2000-01 Budget is restored to ensure continued prompt response for snow removal	86,300
Service charges escalate due to Humane Society rate increase	60,000
The "Greta" program funds transfer to the Office of Commissioner/Office of Customer Satisfaction	-21,800
Additional major changes are provided at the activity level	1,500

DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF OPERATIONS
EXPENDITURE SUMMARY

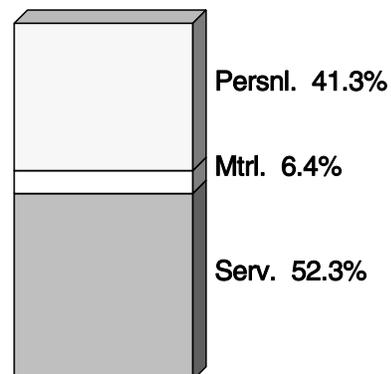
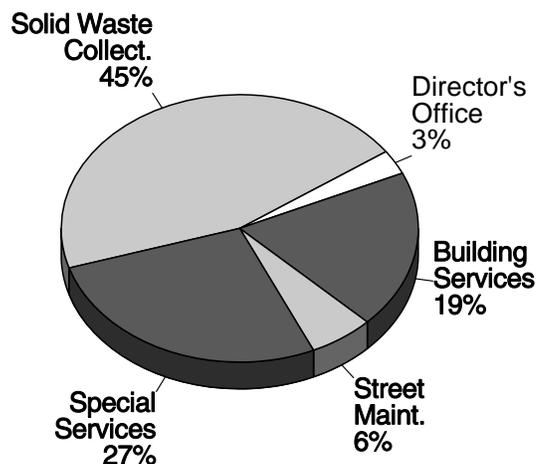
	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Approved <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	13,143,878	13,437,200	13,247,200	13,823,200
Materials & Supplies	1,852,488	2,045,600	2,063,400	2,138,000
Services	16,274,719	17,438,200	16,773,400	17,528,600
Other	0	265,500	265,500	0
Total	<u>31,271,085</u>	<u>33,186,500</u>	<u>32,349,500</u>	<u>33,489,800</u>
Less: Intrafund Credit*	986,746	1,090,000	1,090,000	1,093,900
Total	<u>30,284,339</u>	<u>32,096,500</u>	<u>31,259,500</u>	<u>32,395,900</u>

Appropriation by Activity

Director's Office	771,792	821,000	841,800	852,800
Solid Waste Collection	14,580,836	14,826,900	14,887,700	15,200,700
Special Services	8,054,227	9,403,300	8,504,100	9,027,100
Street Maintenance	2,051,520	2,005,000	2,033,000	2,057,900
Building Services	<u>5,812,710</u>	<u>6,130,300</u>	<u>6,082,900</u>	<u>6,351,300</u>
Total	<u>31,271,085</u>	<u>33,186,500</u>	<u>32,349,500</u>	<u>33,489,800</u>
Less: Intrafund Credit*	986,746	1,090,000	1,090,000	1,093,900
Total	<u>30,284,339</u>	<u>32,096,500</u>	<u>31,259,500</u>	<u>32,395,900</u>

Employee Years by Activity

Director's Office	15.5	16.1	16.2	16.3
Solid Waste Collection	136.9	129.7	131.0	132.1
Special Services	113.0	115.6	112.5	122.4
Street Maintenance	42.1	41.9	39.2	40.4
Building Services	<u>74.4</u>	<u>73.8</u>	<u>74.6</u>	<u>74.6</u>
Total	<u>381.9</u>	<u>377.1</u>	<u>373.5</u>	<u>385.8</u>



The Director's Office is responsible for Bureau administration and Downtown District Services.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	841,800	852,800	11,000
Employee Years	16.2	16.3	0.1

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
17,300	3,700	-7,600	0	-2,400	0	11,000

ADMINISTRATION

Administration manages the Bureau of Operations and provides staff support for the operating divisions.

DOWNTOWN DISTRICT SERVICES

This activity maintains downtown walks, streets, and other public facilities including those within the Downtown Enhancement District. While basic services are provided to this area as part of the City-wide environmental services program, the Downtown Enhancement District receives services above this level. It pays for them through a special assessment charge in addition to regular tax and service charges levied on the properties. In return for this additional payment, District members receive special services including landscaping, litter cleanup, repair of benches and other amenities, graffiti removal, and holiday decorations.

Performance Indicators

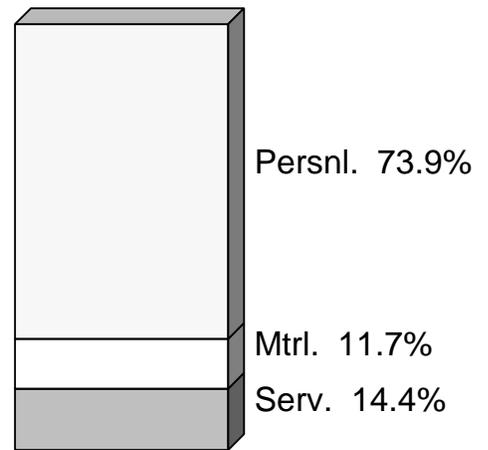
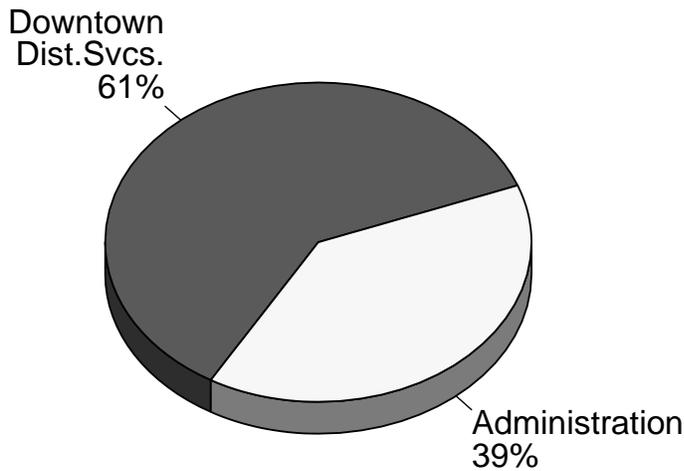
	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Bus shelters	16	16	16	16
Litter containers	100	100	100	100
Benches	105	105	105	105
Sidewalk pavers (sq. ft.)	155,000	155,000	155,000	155,000
Trees	1,120	1,120	1,120	1,120
Planters	185	185	185	185
Mall planters	8	8	8	8
Precast ashtrays	70	70	70	70

DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – DIRECTOR'S OFFICE

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
WORKLOAD				
Twice daily:				
● Litter containers emptied	100	100	100	100
Daily:				
● Precast ashtrays emptied	70	70	70	70
● Benches cleaned	105	105	105	105
● Sidewalk pavers swept (sq. ft.)	155,000	155,000	155,000	155,000
● Tree pits cleaned (Zone I)	124	124	124	124
Twice weekly:				
● Sidewalk pavers washed (sq. ft.)	155,000	155,000	155,000	155,000
● Planters cleaned and watered	185	185	185	185
Weekly:				
● Bus shelters washed	16	16	16	16
● Trees watered (Zone I)	124	124	124	124
Annually:				
● Tree pits cleaned (Zone II & remainder of CBD)	933	933	933	933
Loose sidewalk pavers reset (est.)	2,400	2,500	2,500	2,500
Flower bulbs and annuals planted	26,000	26,000	26,000	26,000
Banners installed	900	900	900	900
Holiday decorations installed	466	466	466	466

DEPARTMENT OF ENVIRONMENTAL SERVICES
 OPERATIONS – DIRECTOR'S OFFICE
 EXPENDITURE SUMMARY

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	568,503	605,700	613,200	630,500
Materials & Supplies	86,328	91,600	98,600	99,200
Services	116,961	123,700	130,000	123,100
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	771,792	821,000	841,800	852,800
Appropriation by Activity				
Administration	305,891	319,000	319,600	331,500
Downtown District Services	<u>465,901</u>	<u>502,000</u>	<u>522,200</u>	<u>521,300</u>
Total	771,792	821,000	841,800	852,800
Employee Years by Activity				
Administration	4.0	4.1	4.1	4.1
Downtown District Services	<u>11.5</u>	<u>12.1</u>	<u>12.1</u>	<u>12.2</u>
Total	15.5	16.2	16.2	16.3



DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – DIRECTOR'S OFFICE
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Downtown District Services
Br.	Title	Budget 2000-01	Proposed 2001-02		
35	Director of Operations	1	1	1	
31	Assistant Director of Operations	1	1	1	
24	Sr. Administrative Analyst	1	1	1	
23	Asst. Operations Superintendent	1	1		1
13	Administrative Secretary	1	1	1	
62	Senior Operations Worker	1	1		1
56	Grounds Equipment Operator	4	4		4
41	Operations Worker	1	1		1
EMPLOYEE YEARS					
	Full Time	11.0	11.0	4.0	7.0
	Overtime	1.7	1.7	0.0	1.7
	Part Time, Temporary, Seasonal	3.7	3.8	0.1	3.7
	Less: Vacancy Allowance	<u>0.2</u>	<u>0.2</u>	<u>0.0</u>	<u>0.2</u>
	Total	16.2	16.3	4.1	12.2

The Solid Waste Collection Division collects refuse and recycles selected materials for residential and commercial customers. Funding for the refuse disposal agreement with Monroe County is included in this Division.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	14,887,700	15,200,700	313,000
Employee Years	131.0	132.1	1.1

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
27,800	16,500	270,500	30,000	-4,500	-27,300	313,000

Major Change

An in lieu of equipment depreciation expense is not repeated	-265,500
Tipping fee allocations increase based on projected tonnage	200,000
Service charges escalate due to Humane Society rate increase	60,000
The "Greta" program funds transfer to Office of Commissioner/Office of Customer Satisfaction	-21,800

ADMINISTRATION

Administration manages the Division and provides staff support for the field activities. The unit also licenses commercial refuse haulers who operate within the boundaries of the City.

RESIDENTIAL REFUSE COLLECTION

Refuse is collected once a week from residential properties with three or less family units. Residential customers receive curbside service for regular refuse and bulk items.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Residential accounts	53,541	53,328	53,400	53,300
WORKLOAD				
Tons collected and disposed	100,305	100,800	97,300	101,300
EFFICIENCY				
Cost per ton disposed (\$)*	102.49	101.29	101.84	101.52

*Includes Operational and Undistributed expenses for this activity. Capital funds are not included.

COMMERCIAL REFUSE COLLECTION

Commercial Refuse Collection provides service to commercial, retail, and food service establishments, City School District facilities, several County operated facilities, and residential properties with four or more units. Rates charged vary with the frequency and volume of collections. Commercial customers may choose either the City or other licensed, private refuse haulers to provide their refuse collection service.

**DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – SOLID WASTE COLLECTION DIVISION**

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Commercial accounts	2,972	2,817	2,650	2,800
WORKLOAD				
Collections per week	3,304	3,500	3,800	3,500
Refuse collected and disposed (tons)	18,545	18,800	18,800	18,800
EFFICIENCY				
Cost per ton disposed (\$)*	133.25	125.86	130.84	137.52

*Includes Operational and Undistributed expense for this activity. Capital funds are not included.

RECYCLING

Residential and commercial customers place certain recyclable materials at curbside for collection by this unit. These materials include: newsprint, high grade paper, magazines, corrugated cardboard, glass and metal containers, plastic containers with the plastic container code 1 or 2 stamped on the bottom, "gable-top" cartons, drink boxes, empty aerosol cans, and appliances. In addition, the unit separately collects discarded tires from residential and commercial customers. The activity administers the Materials Give Back program, which returns recycled materials and products to the public at no charge.

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Residential & commercial accounts	56,513	56,145	56,050	56,100
WORKLOAD				
Material collected (tons):				
● Mixed recyclables (paper & containers)	10,317	9,500	9,200	9,500
● High grade paper	515	550	510	530
● White goods (appliances)	990	1,000	650	800
● Corrugated cardboard	1,322	1,400	915	1,200
● Leaf compost	837	800	1,100	1,100
● Wood chips & firewood	2,185	2,400	2,000	2,100
● Used tires	<u>1,364</u>	<u>1,400</u>	<u>1,080</u>	<u>1,150</u>
Material collected and recycled (tons)	<u>17,530</u>	<u>17,050</u>	<u>15,455</u>	<u>16,380</u>
Stone chips in "Give Back" program (tons)*	<u>1,717</u>	<u>1,500</u>	<u>1,100</u>	<u>1,200</u>
Total material recycled (tons)	19,247	18,550	16,555	17,580
RESULTS				
Estimated disposal expense avoided, excluding stone chips (\$)	876,500	852,500	772,750	819,000

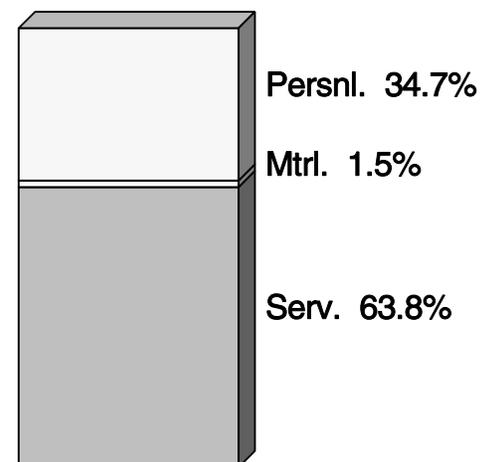
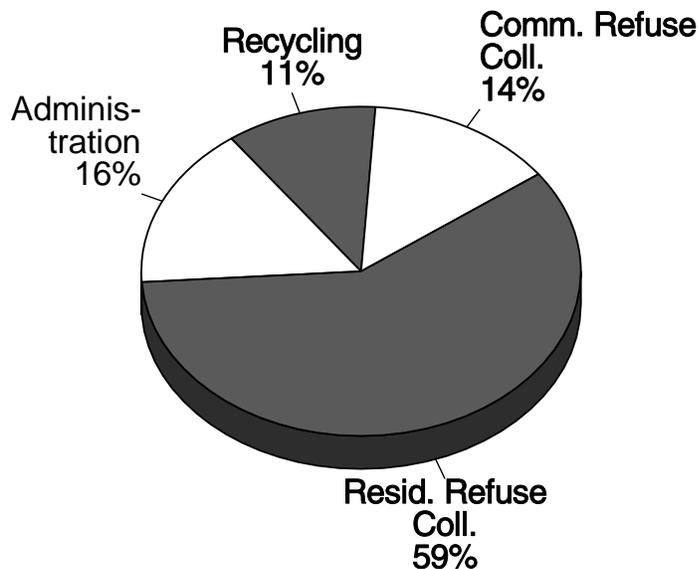
*Stone chips collected as part of street maintenance activities are returned to the public through the Materials Give Back program that is administered by the Recycling activity.

DEPARTMENT OF ENVIRONMENTAL SERVICES
 OPERATIONS – SOLID WASTE COLLECTION DIVISION
 EXPENDITURE SUMMARY

	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Appropriation by Major Object				
Personnel Expenses	5,179,537	5,119,400	5,212,400	5,270,200
Materials & Supplies	207,894	226,300	226,300	233,400
Services	9,193,405	9,215,700	9,183,500	9,697,100
Other	<u>0</u>	<u>265,500</u>	<u>265,500</u>	<u>0</u>
Total	14,580,836	14,826,900	14,887,700	15,200,700

Appropriation by Activity				
Administration	1,814,667	2,355,600	2,324,900	2,451,200
Residential Refuse Collection	9,053,919	8,822,300	8,772,100	8,924,500
Commercial Refuse Collection	1,980,392	1,955,300	2,065,900	2,113,700
Recycling	<u>1,731,858</u>	<u>1,693,700</u>	<u>1,724,800</u>	<u>1,711,300</u>
Total	14,580,836	14,826,900	14,887,700	15,200,700

Employee Years by Activity				
Administration	12.5	13.1	12.0	12.0
Residential Refuse Collection	67.0	62.2	64.2	64.8
Commercial Refuse Collection	23.4	22.8	22.4	22.5
Recycling	<u>34.1</u>	<u>31.6</u>	<u>32.4</u>	<u>32.8</u>
Total	137.0	129.7	131.0	132.1



DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – SOLID WASTE COLLECTION DIVISION
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Residential Refuse Collection	Commercial Refuse Collection	Recycling
Br.	Title	Budget 2000-01	Proposed 2001-02				
29	Refuse Operations Manager	1	1	1			
25	Operations Superintendent	1	1	1			
23	Asst. Operations Superintendent	4	4		3		1
23	Commercial Accounts Rep.	1	1			1	
18	Municipal Assistant	2	2	1			1
16	Fleet Maintenance Technician	1	1	1			
9	Clerk II	3	3	3			
69	Environmental Services Operator I	103	103		55	20	28
69	Envir. Services Operator I - 6 Day	1	1		1		
65	Sr. Maintenance Mechanic/Welder	1	1	1			
64	Dispatcher	1.5	1.5	1.5			
59	Heavy Equipment Aide	2	2	2			
EMPLOYEE YEARS							
Full Time		121.5	121.5	11.5	59.0	21.0	30.0
Overtime		12.4	12.5	0.7	6.7	1.8	3.3
Part Time, Temporary, Seasonal		0.0	0.0	0.0	0.0	0.0	0.0
Less: Vacancy Allowance		<u>2.9</u>	<u>1.9</u>	<u>0.2</u>	<u>0.9</u>	<u>0.3</u>	<u>0.5</u>
Total		131.0	132.1	12.0	64.8	22.5	32.8

The Special Services Division provides essential cleaning and maintenance services. Throughout the year, the Division maintains vacant lots, sweeps residential and arterial streets, performs emergency cleanups, removes graffiti, and prepares and restores public areas for civic events. This unit is responsible for curbside loose leaf collection in the Fall. In the winter months, Special Services provides snow and ice control.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	8,504,100	9,027,100	523,000
Employee Years	112.5	122.4	9.9

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
46,800	15,800	22,000	29,000	1,500	407,900	523,000

Major Change

Additional overtime and seasonal crews are required due to rising demand for vacant lot maintenance	312,000
The allocation for holiday and weekend overtime reduced in the 2000-01 Budget is restored to ensure continued prompt response for snow removal	86,300
Allocations for roadway and sidewalk snow plowing contracts decrease as a result of lower than estimated escalation adjustments	-49,200
The allocation for utilities expense increases based on projected need	39,300
Tipping fee allocations increase based on projected tonnage	19,500

ADMINISTRATION

Administration supervises field operations, and plans and coordinates the Division's annual work plan.

SERVICE TRUCK

The Service Truck performs emergency cleanup work. The unit removes debris resulting from automobile accidents, removes dead animals, and clears fallen tree branches from the public right-of-way. It places barricades at emergency scenes and severe potholes, and provides miscellaneous services as required.

DISPATCH

Dispatch monitors the location and activity of field personnel via two-way radio. During snow removal operations the unit oversees the contracted sidewalk and roadway snow plowing operations.

CENTER CITY CLEANING

This activity sweeps and flushes 40 curb miles of streets, cleans sidewalks, and removes litter from areas within the Inner Loop every morning during the Spring, Summer, and Fall. Additional sweeping and litter collection is done during the day.

DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – SPECIAL SERVICES DIVISION

LOTS & YARDS CLEANING

This activity maintains vacant lots, yards belonging to vacant City-owned buildings, grounds of certain municipal facilities, alleys, and underpasses. Most of the work is performed by City crews; the remainder is done by community groups participating in the Adopt-A-Lot and Adopt-A-Block programs.

Performance Indicators	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Budget</u> 2000-01	<u>Budget</u> 2001-02
DEMAND				
Units requiring maintenance:				
● City-owned vacant properties (lots and lots with structures)	2,372	2,671	2,120	3,050
● Alleys	81	81	81	81
● Underpasses	42	42	42	42
WORKLOAD				
Properties maintained by:				
● City crews	1,989	2,275	1,724	2,555
● Community groups	<u>383</u>	<u>396</u>	<u>396</u>	<u>495</u>
Total lots maintained	2,372	2,671	2,120	3,050
Cuttings/cleanings conducted by City crews	6,974	5,500	5,000	9,500
Alley cleanings	563	500	400	450
Underpass cleanings	323	350	250	300

RESIDENTIAL AND ARTERIAL SWEEPING

This activity sweeps and flushes residential streets every other week and arterial streets twice a week in season.

Performance Indicators	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Budget</u> 2000-01	<u>Budget</u> 2001-02
DEMAND				
Curb miles:				
● Residential streets	781	781	781	781
● Arterial streets	232	277	232	277
WORKLOAD				
Curb miles swept per day:				
● Residential streets	74.5	77.4	78.1	76.8
● Arterial streets	88.4	120.1	90.0	119.2
RESULTS				
Percent of residential routes completed on schedule:				
● Residential streets	85.9	89.1	86.5	88.5
● Arterial streets	76.2	86.8	77.6	86.2

WORK ORDERS & CIVIC EVENTS

This activity performs services at the request of other City departments. Upon notice from the Department of Community Development and Neighborhood Empowerment Teams (NET), privately owned lots and yards are cleaned (owners are charged for these services), vacant lots are posted, and graffiti is removed from structures located on private property. At the request of Special Events, in the Department of Parks, Recreation and Human Services, litter containers, fencing, and barricades are placed and collected for festivals, parades, block parties, and other events. Cleanup services for these functions and other special cleaning services, including graffiti removal from the public right-of-way, are provided. The unit administers the Adopt-A-Block and Adopt-A-Lot programs.

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Work orders received	1,992	1,800	2,250	2,000
Civic events requiring service:				
• Parades	16	16	16	16
• Other major events	65	65	65	65
• Neighborhood events	100	100	100	100
WORKLOAD				
Work orders completed	1,956	1,800	2,250	2,000
Adopt-a-Block areas monitored	26	25	27	28
Civic events serviced:				
• Parades	16	16	16	16
• Other major events	65	65	65	65
• Neighborhood events	100	100	100	100

LEAF COLLECTION

This activity is responsible for loose leaf collection in the Fall. During specific weeks, residents may rake loose leaves to the curb for a scheduled one-time pickup by City crews.

SNOW & ICE CONTROL

The Snow and Ice Control activity promotes safe vehicular and pedestrian travel during the winter. Roadways and sidewalks are plowed, and sodium chloride with deicing chemicals are spread on main and arterial road surfaces to control ice. City crews plow major and minor arterial streets. Most residential streets and sidewalk routes are plowed by private contractors whose work is inspected by this unit. City personnel augment and substitute for contracted work as required. Funds are also included for loading and hauling of snow as well as other labor intensive work to clear the right-of-way and other public areas when needed.

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Snowfall (inches)	110.7	132.5	99.0	99.0
Lane miles of roadway salted	799.4	799.4	799.4	799.4
Lane miles of roadway plowed by City crews	676.4	676.4	676.4	676.4
Lane miles of roadway plowed by contractor	925.7	925.7	925.7	925.7
Miles of sidewalk plowed by contractor	880.5	880.5	880.5	880.5
WORKLOAD				
Estimated tons of sodium chloride spread	26,200	31,114	24,000	24,000
Roadway plow runs	17	22	16	16
Sidewalk plow runs	12	14	8	8

**DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – SPECIAL SERVICES DIVISION
EXPENDITURE SUMMARY**

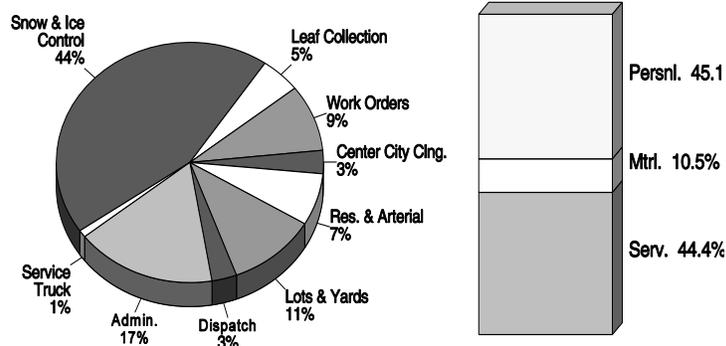
	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	3,562,542	3,898,900	3,639,100	4,069,900
Materials & Supplies	813,611	925,500	920,900	947,600
Services	3,678,074	4,578,900	3,944,100	4,009,600
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	8,054,227	9,403,300	8,504,100	9,027,100

Appropriation by Activity

Administration	1,368,049	1,643,800	1,595,700	1,565,300
Service Truck	76,115	94,900	92,200	94,800
Dispatch	263,557	259,000	228,600	233,400
Center City Cleaning	198,844	248,700	279,200	294,000
Lots and Yards Cleaning	576,303	762,600	614,500	977,600
Residential & Arterial Sweeping	573,762	587,500	600,400	594,700
Work Orders & Civic Events	637,341	736,400	774,700	807,100
Leaf Collection	430,889	535,900	480,300	493,300
Snow and Ice Control	<u>3,929,367</u>	<u>4,534,500</u>	<u>3,838,500</u>	<u>3,966,900</u>
Total	8,054,227	9,403,300	8,504,100	9,027,100

Employee Years by Activity

Administration	8.3	8.1	8.1	8.2
Service Truck	2.8	2.7	2.6	2.6
Dispatch	6.2	4.8	5.2	5.2
Center City Cleaning	8.2	8.9	8.2	8.4
Lots and Yards Cleaning	9.8	11.7	8.6	16.9
Residential & Arterial Sweeping	9.3	9.9	8.7	8.8
Work Orders & Civic Events	13.7	14.4	15.4	15.8
Leaf Collection	9.2	8.6	9.1	9.1
Snow and Ice Control	<u>45.6</u>	<u>46.5</u>	<u>46.6</u>	<u>47.4</u>
Total	113.1	115.6	112.5	122.4



DEPARTMENT OF ENVIRONMENTAL SERVICES
 OPERATIONS – SPECIAL SERVICES DIVISION
 PERSONNEL SUMMARY

FULL TIME POSITIONS			Administration	Service Truck	Dispatch	Center City Cleaning	Lots & Yards Cleaning	Residential & Arterial Sweeping	Work Orders & Civic Events	Leaf Collection	Snow & Ice Control	
Br.	Title	Budget 2000-01										Proposed 2001-02
29	Operations Manager	1	1	1								
25	Operations Superintendent	1	1	1								
23	Asst. Operations Superintendent	2	3				0.6	0.6	0.5	0.3	1	
20	Supervising Dispatcher	1	1		1							
19	Operations Supervisor	5	4				1.1		1.1	0.4	1.4	
19	Op. Supervisor, St. Maintenance	1.1	1.1								1.1	
18	Municipal Assistant	1	1						1			
16	Administrative Assistant	1	1	1								
16	Fleet Maintenance Technician	1.3	1.3	1.3								
11	Clerk I	0.0	1.0	1								
15	Senior Dispatcher	1	1		1							
9	Clerk II	1	1	1								
9	Clerk II with Typing	1	0									
64	Special Equipment Operator	1.1	1.1								1.1	
64	Dispatcher	2.5	2.5		2.5							
62	Senior Operations Worker	23.5	23.5			1.3	2.7	6	2.8	2	8.7	
57	Construction Supply Handler	1	1	1								
56	Grounds Equipment Operator	1	1				0.5			0.1	0.4	
41	Operations Worker	32.5	32.5		1.7	5.2	2.7	2.2	4.6	2.1	14	
40	Mobile Equipment Operator III	1	1						0.6	0.1	0.3	
EMPLOYEE YEARS												
	Full Time	80.0	80.0	7.3	1.7	4.5	6.5	7.6	8.8	10.6	5.0	28.0
	Overtime	26.2	28.8	0.7	1.0	0.9	1.7	2.0	0.2	2.3	3.1	16.9
	Part Time, Temporary, Seasonal	9.6	15.9	0.4	0.0	0.0	0.4	7.5	0.0	3.2	1.1	3.3
	Less: Vacancy Allowance	<u>3.3</u>	<u>2.3</u>	<u>0.2</u>	<u>0.1</u>	<u>0.2</u>	<u>0.2</u>	<u>0.2</u>	<u>0.2</u>	<u>0.3</u>	<u>0.1</u>	<u>0.8</u>
	Total	112.5	122.4	8.2	2.6	5.2	8.4	16.9	8.8	15.8	9.1	47.4

**DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – STREET MAINTENANCE DIVISION**

The Street Maintenance Division conducts an extensive street surface treatment program and also resurfaces and repairs selected City streets. The Division restores Bureau of Water & Lighting utility cuts and repairs potholes, guardrails, and sidewalks.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	2,033,000	2,057,900	24,900
Employee Years	39.2	40.4	1.2

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
24,900	10,300	-40,300	0	0	30,000	24,900

Major Change

Professional fees are added for contracted landscaping for trails	30,000
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ADMINISTRATION

Administration supervises field operations and plans and coordinates the Division's annual work plan.

PATCHING

Patching repairs potholes and makes interim repairs and permanent restorations.

CHIP SEAL/OVERLAY

This activity furnishes preventive maintenance, repair, rehabilitation, and construction services for streets. Under the program, chipped stone and sealant are applied to the streets, thus restricting penetration of their surfaces by air and moisture. This lengthens their life and improves their riding surface. Other services performed by this activity are asphalt overlay application and surface milling. Because elements of the work performed by this activity have a useful life of more than one year, capital as well as operating budget resources are used for these functions.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Residential streets (000 sq. yds.)	5,500	5,500	5,500	5,500
Average annual chip seal preventive maintenance work needed (sq. yds.)	625,000	625,000	625,000	625,000
Annual asphalt overlay work needed (sq. yds.)	181,000	181,000	181,000	181,000
WORKLOAD				
Chip seal work plan performed (sq. yds.)	725,731	623,783	680,000	702,000
Asphalt overlay work plan performed (sq. yds.)	10,000	10,000	10,000	10,000

UTILITY CUTS

Utility Cuts backfills and patches Bureau of Water & Lighting street excavations and water main trenches. The unit also backfills and restores cuts for private contractors and repairs roadway base failures. The City is reimbursed for services rendered to private contractors.

Program Change

This unit no longer performs services for RG&E.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Bureau of Water & Lighting excavations	747	920	750	920
Private excavations and base failures	32	40	40	40
RG&E repairs	34	0	35	0
WORKLOAD				
Bureau of Water & Lighting excavations repaired	747	920	750	920
Private excavations and base failures repaired	32	40	40	40
RG&E repairs	34	0	35	0

SPECIAL PROJECTS

Special Projects repairs roadway guardrails, bridge guardrails, and trap doors. Crews repair sidewalks, replace sidewalk flags removed by the Bureau of Water & Lighting during its work, and replace small sections of damaged curbing and concrete gutters.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Repair requests received:				
• Trap doors	2	5	5	5
• Guardrails	4	10	10	10
• Sidewalk flags	1,202	1,425	1,325	1,425
• Gutters (ft.)	400	400	400	400
WORKLOAD				
Trap doors repaired	2	5	5	5
Guardrails repaired	4	10	10	10
Sidewalk flags replaced	1,202	1,425	1,325	1,425
Gutter replaced (ft.)	304	160	400	400

CRACK SEALING

This activity applies fiber-reinforced sealants to cracks in arterial and collector roads. This procedure restricts water penetration of the road and reduces surface deterioration. It is a preventive maintenance technique, supplementing the Bureau's other street surface treatment programs. Capital as well as operating budget resources are used for this function.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Arterial and collector roadway (000 sq. yds.)	3,000	3,000	3,000	3,000
Annual crack sealing program (000 sq. yds.)	1,650	1,650	1,650	1,650
WORKLOAD				
Arterial roadway crack sealed (000 sq. yds.)	1,550	1,500	1,500	1,500

**DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – STREET MAINTENANCE DIVISION
EXPENDITURE SUMMARY**

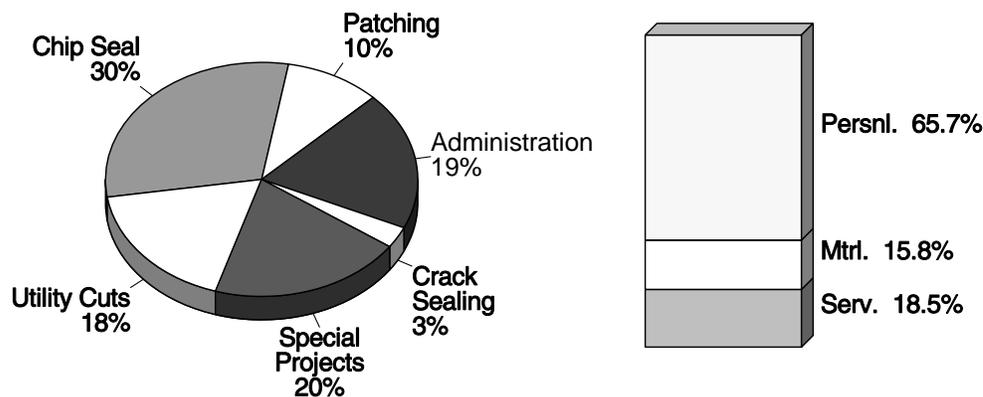
	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Appropriation by Major Object				
Personnel Expenses	1,392,915	1,393,400	1,327,700	1,352,600
Materials & Supplies	278,780	307,000	315,000	324,700
Services	379,825	304,600	390,300	380,600
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	2,051,520	2,005,000	2,033,000	2,057,900

Appropriation by Activity

Administration	398,375	422,500	370,000	381,700
Patching	196,620	199,000	199,700	205,400
Chip Seal/Overlay	641,237	534,000	678,200	638,000
Utility Cuts	374,540	372,400	353,800	360,600
Special Projects	409,300	430,800	380,400	418,900
Crack Sealing	<u>31,448</u>	<u>46,300</u>	<u>50,900</u>	<u>53,300</u>
Total	2,051,520	2,005,000	2,033,000	2,057,900

Employee Years by Activity

Administration	7.4	7.4	7.0	7.0
Patching	3.6	3.5	3.4	3.4
Chip Seal/Overlay	13.3	13.2	12.4	12.5
Utility Cuts	8.4	8.4	8.2	8.2
Special Projects	7.8	8.0	6.8	7.8
Crack Sealing	<u>1.7</u>	<u>1.4</u>	<u>1.4</u>	<u>1.5</u>
Total	42.2	41.9	39.2	40.4



DEPARTMENT OF ENVIRONMENTAL SERVICES
 OPERATIONS – STREET MAINTENANCE DIVISION
 PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Patching	Chip Seal/ Overlay	Utility Cuts	Special Projects	Crack Sealing
Br.	Title	Budget 2000-01	Proposed 2001-02						
29	Street Maintenance Manager	1	1	1					
23	Asst. Operations Supt./St. Maint.	1	1	1					
19	Op. Supervisor, St. Maintenance	1.9	1.9		0.7	0.6	0.6		
18	Principal Engineering Technician	1	1	1					
16	Fleet Maintenance Technician	0.7	0.7	0.7					
16	Sign Maker	1	1	1					
12	Assistant Sign Maker	1	1	1					
9	Clerk II	1	1	1					
65	Sr. Maintenance Mechanic Mason	1	1			0.4		0.6	
65	Sr. Maintenance Mechanic Welder	1	1					1	
64	Special Equipment Operator	2.9	2.9			1.9		1	
62	Senior Operations Worker	5.5	5.5		0.4	1.2	2.7	1.2	
57	Asphalt Raker	2	2		1.3	0.7			
57	Construction Supply Handler	1	1					1	
41	Operations Worker	13.5	13.5		1	5.7	4.5	1.1	1.2
EMPLOYEE YEARS									
	Full Time	35.5	35.5	6.7	3.4	10.5	7.8	5.9	1.2
	Overtime	3.9	4.2	0.6	0.2	1.6	0.8	0.8	0.2
	Part Time, Temporary, Seasonal	1.6	2.5	0	0	0.9	0	1.4	0.2
	Less: Vacancy Allowance	<u>1.8</u>	<u>1.8</u>	<u>0.3</u>	<u>0.2</u>	<u>0.5</u>	<u>0.4</u>	<u>0.3</u>	<u>0.1</u>
	Total	39.2	40.4	7.0	3.4	12.5	8.2	7.8	1.5

**DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – BUILDING SERVICES DIVISION**

Building Services maintains and repairs City-owned buildings. Functions include custodial, building repair and renovation, and heating, ventilating, and air conditioning services. Work is performed by a combination of City personnel and private contractors.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	4,992,900	5,257,400	264,500
Employee Years	74.6	74.6	0.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
47,500	27,500	-2,400	-3,000	9,900	185,000	264,500

Major Change

The allocation for utilities expense increases based on projected need	164,300
Maintenance of street lights located within City-owned parks is funded	20,000
A full time cleaning position is created in lieu of two part-time positions	700

ADMINISTRATION

Administration coordinates and implements the Division's annual work plan. The activity also works in conjunction with the Commissioner's Office of Customer Satisfaction to manage the City's telephone system.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Telephone:				
● Centrex voice lines	1,864	1,880	1,800	1,890
● Other centrex lines	63	64	65	65
● Other lines	235	235	200	237
Telephone Calls (estimated):				
● Local (000)	1,800	1,800	1,800	1,800
● Long Distance	80,000	80,000	80,000	80,000
WORKLOAD				
Bills verified	36	36	36	36
Work orders prepared	500	610	425	550

DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – BUILDING SERVICES DIVISION

Telephone Chargebacks

<u>Department/Bureau</u>	<u>2000-01</u>	<u>2001-02</u>	<u>Department/Bureau</u>	<u>2000-01</u>	<u>2001-02</u>
CITY COUNCIL & CLERK	20,500	20,500	ENVIRONMENTAL SERVICES		
ADMINISTRATION			Commissioner	40,400	43,100
Mayor's Office	51,000	51,000	Architecture & Engineering	34,200	34,800
NET	75,800	75,800	Operations	68,300	68,300
Budget	8,700	8,700	Water & Lighting	60,200	60,200
Human Resource Mgmt.	31,100	31,100	Equipment Services	<u>22,400</u>	<u>23,000</u>
Communications	13,700	13,700	TOTAL:	225,500	229,400
Law	<u>19,900</u>	<u>19,900</u>	EMERGENCY COMMUNICATIONS		
TOTAL:	200,200	200,200		7,500	7,500
FINANCE			POLICE	299,300	299,300
Director's Office	6,200	6,200	FIRE	72,000	72,000
Accounting	17,400	17,400	LIBRARY	31,200	31,200
Treasury	15,500	15,500	PARKS, RECREATION AND HUMAN SERVICES		
Assessment	18,600	18,600	Commissioner	15,500	15,500
Parking & Municipal			Parks & Recreation	62,600	62,600
Violations	11,800	11,800	Special Services	8,100	8,100
Purchasing	14,900	14,900	Human Services	<u>29,200</u>	<u>29,200</u>
Information Systems	<u>45,300</u>	<u>45,300</u>	TOTAL:	115,400	115,400
TOTAL:	129,700	129,700	CITY TOTAL	1,215,000	1,218,900
COMMUNITY DEVELOPMENT			Interfund	125,000	125,000
Commissioner	11,200	7,600	Intrafund	1,090,000	1,093,900
Neighborhood Initiatives	0	3,600	CITY TOTAL	1,215,000	1,218,900
Buildings and Zoning	35,400	35,400			
Housing & Project					
Development	26,700	26,700			
Planning	<u>13,700</u>	<u>13,700</u>			
TOTAL:	87,000	87,000			
ECONOMIC DEVELOPMENT					
Administration	20,500	20,500			
Municipal Parking	<u>6,200</u>	<u>6,200</u>			
TOTAL:	26,700	26,700			

CONSTRUCTION & REPAIR

Construction and Repair makes routine repairs and alterations to City-owned buildings. The unit performs carpentry, masonry, electrical, and minor plumbing repairs. Major building repair projects and maintenance of specialized building systems are performed by contractors whose work is inspected by this unit. Emergency service is provided to properties acquired through tax foreclosures.

**DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – BUILDING SERVICES DIVISION**

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
City building inventory	190	191	190	191
Buildings maintained (excludes foreclosed properties)	182	182	182	182
Maintenance work requests received	5,000	5,000	5,000	5,000
Specialized building systems maintained:				
● Overhead doors	201	201	201	201
● Air curtains	12	12	12	12
● Emergency generators	9	9	9	9
● Elevators and escalators	17	17	17	17
● Fire alarm and detection systems	18	18	18	18
● Fire suppression systems	11	11	11	11
● Intrusion alarms	44	44	44	44
WORKLOAD				
Maintenance work requests completed:				
● Carpentry	947	998	1,000	1,000
● Electrical	780	736	700	740
● Masonry	43	40	50	50
● Painting	37	40	50	50
● Plumbing	557	524	600	600
● Overhead doors	119	124	150	150
● Roofing	15	32	25	25
● Office relocations	8	8	6	8
● Remodeling projects	4	4	12	4
● Miscellaneous	420	486	100	470
● Board-ups	2,030	2,100	1,800	2,150
● Material moves	251	250	270	270
Total	5,211	5,342	4,763	5,517

BUILDING OPERATIONS

This activity provides custodial and maintenance service at various City facilities. Services include cleaning, extermination, and snow and ice removal.

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Buildings requiring custodial service	28	28	28	28
Building area (sq. ft.)	580,838	580,838	580,838	580,838

HEATING, VENTILATING & AIR CONDITIONING

This activity installs, operates, maintains, and repairs heating, ventilating, and air conditioning systems in City buildings. Buildings served are City Hall, the Public Safety Building, the Emergency Communications Center, the Animal Control Center, the Center at High Falls, firehouses, police stations, libraries, recreation centers, the Department of Environmental Services' Operations Center, and the water filtration plant at Hemlock Lake. The activity carries out the City's energy conservation program by monitoring energy consumption and by recommending and accomplishing improvements that reduce consumption.

DEPARTMENT OF ENVIRONMENTAL SERVICES
 OPERATIONS – BUILDING SERVICES DIVISION

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Buildings maintained	129	129	129	129
Maintenance work requests received	647	870	866	875
Heating systems	126	126	126	126
Central air conditioning systems	56	56	56	56
WORKLOAD				
Maintenance work requests completed	631	830	830	830
EFFICIENCY				
Percent of work requests completed	98	95	96	95

**DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – BUILDING SERVICES DIVISION
EXPENDITURE SUMMARY**

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Amended 2000-01</u>	<u>Proposed 2001-02</u>
Appropriation by Major Object				
Personnel Expenses	2,440,381	2,419,800	2,454,800	2,500,000
Materials & Supplies	465,875	495,200	502,600	533,100
Services	2,906,454	3,215,300	3,125,500	3,318,200
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	5,812,710	6,130,300	6,082,900	6,351,300
Less: Intrafund Credit*	<u>986,746</u>	<u>1,090,000</u>	<u>1,090,000</u>	<u>1,093,900</u>
Total	4,825,964	5,040,300	4,992,900	5,257,400

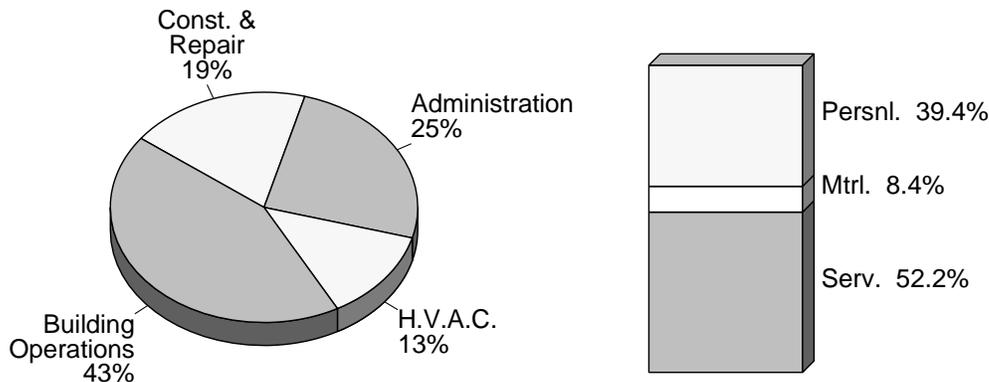
Appropriation by Activity

Administration	1,522,823	1,584,600	1,581,000	1,602,700
Construction & Repair	1,223,511	1,178,000	1,189,000	1,235,300
Building Operations	2,298,642	2,561,500	2,521,700	2,704,600
Heating, Ventilating, Air Conditioning	<u>767,734</u>	<u>806,200</u>	<u>791,200</u>	<u>808,700</u>
Total	5,812,710	6,130,300	6,082,900	6,351,300
Less: Intrafund Credit*	<u>986,746</u>	<u>1,090,000</u>	<u>1,090,000</u>	<u>1,093,900</u>
Total	4,825,964	5,040,300	4,992,900	5,257,400

Employee Years by Activity

Administration	5.8	5.9	5.9	5.9
Construction & Repair	23.5	22.5	22.2	22.2
Building Operations	31.2	32	33	33
Heating, Ventilating, Air Conditioning	<u>13.9</u>	<u>13.5</u>	<u>13.5</u>	<u>13.5</u>
Total	74.4	73.9	74.6	74.6

*Reflects chargeback for telephone service



DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – BUILDING SERVICES DIVISION
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Construction & Repair	Building Operations	Heating, Vent. & Air Conditioning
Br.	Title	Budget 2000-01	Proposed 2001-02				
29	Manager of Building Services	1	1	1			
25	Superintendent HVAC	1	1				1
24	Senior Administrative Analyst	1	1	1			
23	Superintendent Building Operations	1	1			1	
21	Supervisor Carpentry Trades	1	1		1		
21	Supervisor of Electrical Trades	1	1		1		
21	Supervisor Structures & Equipment	1	1		1		
18	Senior Supervising Stock Clerk	1	1	1			
11	Secretary	2	2	2			
6	Stock Clerk 80 Hours	1	1	1			
1	Cleaner	10	11			11	
65	Sr. Maintenance Mechanic/Mason	1	1		1		
65	Sr. Maintenance Mechanic/Electrical	2	2		2		
65	Sr. Maintenance Mechanic/Carpentry	5	5		5		
65	Sr. Maintenance Mechanic/Pipefitter	1	1		1		
65	Sr. Maintenance Mechanic Buildings	1	1			1	
62	Senior Maintenance Mechanic	4	4		4		
60	Maintenance Mechanic	7	7		6	1	
57	Maintenance Worker	4	4			4	
52	Building Maintenance Helper	6	6			6	
150	Assistant HVAC Engineer	6	7				7
151	HVAC Engineer	5	3				3
152	Lead HVAC Engineer	1	2				2
EMPLOYEE YEARS							
Full Time		64.0	65.0	6.0	22.0	24.0	13.0
Overtime		2.3	2.3	0.1	0.9	0.8	0.5
Part Time, Temporary, Seasonal		10.8	9.9	0.0	0.2	9.2	0.5
Less: Vacancy Allowance		<u>2.5</u>	<u>2.6</u>	<u>0.2</u>	<u>0.9</u>	<u>1.0</u>	<u>0.5</u>
Total		74.6	74.6	5.9	22.2	33.0	13.5

**DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF WATER & LIGHTING**

The Bureau of Water & Lighting is comprised of seven operating units: the Director's Office, Water Engineering, Water Production and Treatment, Water Supply and Maintenance, Water Distribution, Street Lighting, and Parking Meter Operations. The Director's Office is responsible for Bureau administration and the procurement and maintenance of equipment and supplies. The Water Engineering Division implements the Bureau's capital improvement program. Water Production and Treatment manages, operates, and maintains the Hemlock Water Filtration Plant, the City's reservoirs and the Holly Pump Station, and monitors water quality. The Water Supply and Maintenance Division maintains the Upland conduit system and reservoir structures. Water Distribution operates and maintains the water distribution system, including water mains, valves, hydrants, and connections. The Street Lighting Division oversees the City's street lighting system. Expenditures that cannot be directly attributed to one of the operating units are found in the Water Fixed Charges section. Parking Meter Operations maintains the City's parking meters and performs meter revenue collection.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Convert Rush Reservoir water disinfection system to liquid chlorine	First Quarter
Complete Hemlock Gatehouse Tunnel Access rehabilitation project	First Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	23,778,900	23,212,200	-566,700
Employee Years	160.1	156.2	-3.9

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
128,700	38,000	-244,900	-3,400	12,400	-497,500	-566,700

Major Change

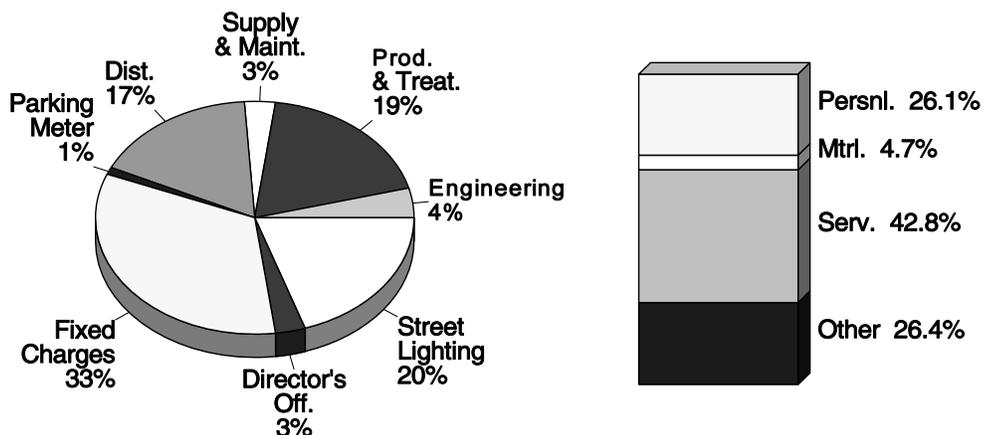
Reduction in street lighting expense is realized as a result of changes in fees	-580,000
The estimated expense for water purchased from Monroe County Water Authority increases based primarily on a higher exchange rate established for 2001	185,200
Completion of the remote meter installation program results in the elimination of two positions at mid-year and a reduction in the overtime allocation	-47,800
Chemical costs at water treatment facilities decrease due to efficiencies and minimal price escalation	-37,000
Utilities allocation decreases to reflect projected expense	-24,800
Additional major changes are described at the activity level	6,900

DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF WATER & LIGHTING
EXPENDITURE SUMMARY

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	6,029,254	5,858,300	6,038,900	6,055,200
Materials & Supplies	967,501	1,083,185	1,082,100	1,089,400
Services	10,999,302	9,959,115	10,520,500	9,929,100
Other	<u>6,156,940</u>	<u>6,090,700</u>	<u>6,137,400</u>	<u>6,138,500</u>
Total	24,152,997	22,991,300	23,778,900	23,212,200

Appropriation by Activity				
Director's Office	788,967	820,100	809,300	772,700
Water Engineering	822,564	846,700	917,700	933,600
Water Production & Treatment	4,738,616	4,118,700	4,186,900	4,391,200
Water Supply & Maintenance	667,799	739,900	703,700	757,700
Water Distribution	4,119,901	3,961,700	4,035,300	4,043,000
Street Lighting	5,212,703	4,601,200	5,177,700	4,617,800
Parking Meter Operations	136,807	142,500	141,100	147,400
Water Fixed Charges	<u>7,665,640</u>	<u>7,760,500</u>	<u>7,807,200</u>	<u>7,548,800</u>
Total	24,152,997	22,991,300	23,778,900	23,212,200

Employee Years by Activity				
Director's Office	11.4	9.8	10.0	9.2
Water Engineering	19.3	18.3	19.2	19.3
Water Production & Treatment	26.8	25.7	26.7	26.6
Water Supply & Maintenance	14.8	14.8	14.4	14.7
Water Distribution	82.6	76.8	78.7	75.9
Street Lighting	6.5	6.7	7.1	6.5
Parking Meter Operations	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>
Total	165.4	156.1	160.1	156.2



**DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – DIRECTOR'S OFFICE**

The Director's Office manages the Bureau of Water & Lighting and provides staff support for the operating divisions. The unit also procures and maintains equipment, parts, and supplies used by the bureau.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	809,300	772,700	-36,600
Employee Years	10.0	9.2	-0.8

Change Detail

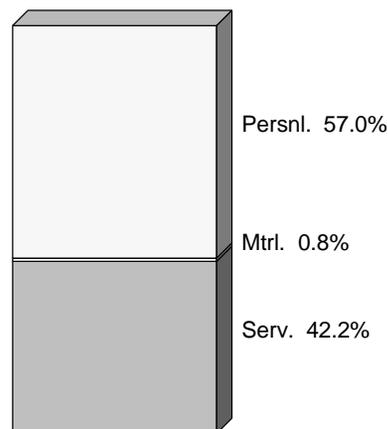
<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
5,900	3,500	8,600	0	1,600	-56,200	-36,600

Major Change

A review of staffing needs results in the transfer of an engineering position from the Director's Office to the Street Lighting activity	-56,200
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DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – DIRECTOR'S OFFICE
 EXPENDITURE SUMMARY

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	516,399	481,200	491,300	441,000
Materials & Supplies	4,968	5,700	5,700	6,000
Services	267,600	333,200	312,300	325,700
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	788,967	820,100	809,300	772,700
Appropriation by Activity				
Director's Office	788,967	820,100	809,300	772,700
Employee Years by Activity				
Director's Office	11.4	9.8	10.0	9.2



DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – DIRECTOR'S OFFICE
PERSONNEL SUMMARY

FULL TIME POSITIONS			
Br.	Title	Budget 2000-01	Proposed 2001-02
35	Director of Water	1	1
25	Parts & Materials Manager	1	1
24	Engineer	1	0
24	Senior Administrative Analyst	1	1
20	Executive Assistant	1	0
16	Administrative Assistant	0	1
11	Secretary	1	1
9	Clerk II	1	1
7	Clerk III with Typing	1	1
65	Expediter	1	1
65	Sr. Maintenance Mech./Distribution	1	1
EMPLOYEE YEARS			
	Full Time	10.0	9.0
	Overtime	0.2	0.4
	Part Time, Temporary, Seasonal	0.0	0.0
	Less: Vacancy Allowance	<u>0.2</u>	<u>0.2</u>
	Total	10.0	9.2

The Water Engineering Division implements Water & Lighting's capital program through design, plan review, and construction inspection services. It maintains and updates the official records of the location of water mains and other water facilities.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	917,700	933,600	15,900
Employee Years	19.2	19.3	0.1

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
16,000	800	-2,000	0	1,100	0	15,900

DESIGN ENGINEERING

Design Engineering plans water system repairs and improvements, designs water main replacement projects, and reviews water system improvements in street reconstruction projects designed by consultants. The unit tests the water system when problems such as low pressure are discovered and prepares specifications for grid repair and maintenance materials. The activity manages the backflow prevention program and reviews applications for backflow prevention device installations.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Design reviews required	411	400	420	400
Hydraulic tests required	466	300	400	300
In-house design projects value (\$000)	4,100	2,700	3,000	3,000
Backflow prevention reviews required	29	37	50	45
Cathodic protection tests required	60	180	180	180
Backflow prevention devices	1,897	1,975	1,900	2,050
WORKLOAD				
Design reviews completed	411	400	420	400
Hydraulic tests performed	466	300	400	400
Backflow prevention reviews completed	29	37	50	45
Cathodic protection tests performed	60	180	180	180
Inspections of backflow prevention devices	324	275	275	275
Installation of backflow prevention devices	66	75	100	75

FIELD ENGINEERING

Field Engineering inspects water construction projects designed by the Bureau of Water & Lighting and by consultants to ensure that contractors are complying with contract specifications and Health Department requirements, and to monitor construction progress. The unit acts as liaison among customers, contractors, and utilities to resolve construction-interrupted service, low water pressure, dirty water, and hazardous construction conditions. It measures and records locations of newly installed, repaired, relocated, or abandoned water facilities.

**DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – ENGINEERING DIVISION**

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
In-house construction project value (\$000)	2,210	2,138	3,900	3,500
WORKLOAD				
Mains cleaned and lined (ft.)	31,843	18,000	25,000	25,000
Mains installed (ft.)	21,210	30,000	35,000	33,000
Hydrants measured	130	150	200	175
Services measured	5	15	15	15

MAPS & RECORDS

Maps and Records prepares and maintains official City water maps and supplies information about water main and service locations to Water Distribution personnel, contractors, and citizens. It also issues water service and hydrant permits. The unit maintains various records, including those for water consumption, lake and reservoir levels, water discharge, reservoir storage, and precipitation records. It grants Bureau of Water & Lighting approval for street abandonments and property subdivisions.

Performance Indicators

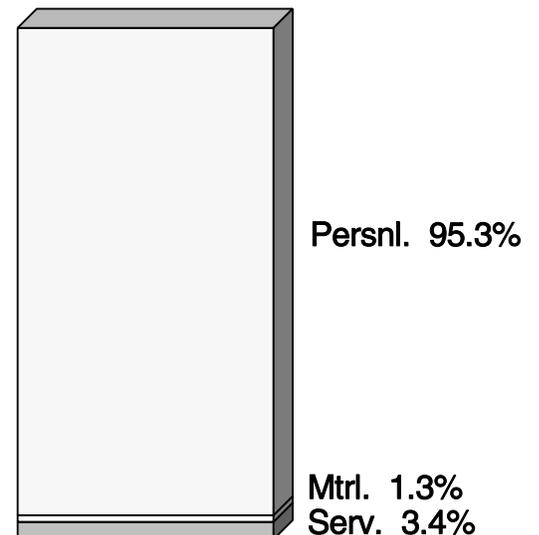
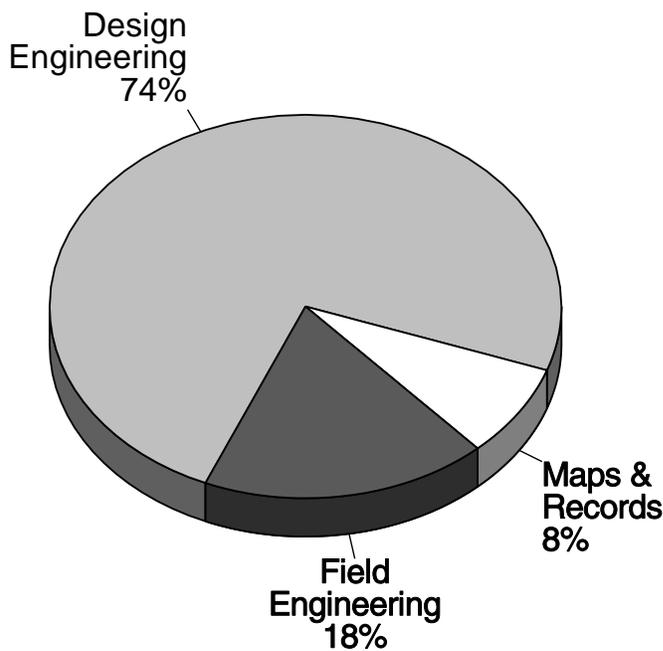
	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Requests for information (est.)	10,000	10,000	6,000	8,000
Hydrant permits requested	28	37	36	40
Service applications requested	73	74	135	75
Research projects requested	42	37	40	40
WORKLOAD				
Information requests completed	10,000	10,000	6,000	8,000
Hydrant permits issued	28	37	36	40
Service permits issued	73	74	135	75
Research projects completed	42	37	40	40

DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – ENGINEERING DIVISION
 EXPENDITURE SUMMARY

Appropriation by Major Object	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Amended 2000-01</u>	<u>Proposed 2001-02</u>
Personnel Expenses	790,989	805,100	873,300	889,300
Materials & Supplies	9,231	11,985	12,200	12,400
Services	22,344	29,615	32,200	31,900
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	822,564	846,700	917,700	933,600

Appropriation by Activity	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Amended 2000-01</u>	<u>Proposed 2001-02</u>
Design Engineering	548,329	589,000	631,800	693,700
Field Engineering	158,408	162,800	165,400	168,700
Maps and Records	<u>115,827</u>	<u>94,900</u>	<u>120,500</u>	<u>71,200</u>
Total	822,564	846,700	917,700	933,600

Employee Years by Activity	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Amended 2000-01</u>	<u>Proposed 2001-02</u>
Design Engineering	12.4	11.3	12.3	13.2
Field Engineering	3.9	4.0	4.0	4.0
Maps and Records	<u>2.9</u>	<u>3.0</u>	<u>2.9</u>	<u>2.1</u>
Total	19.2	18.3	19.2	19.3



DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – ENGINEERING DIVISION
 PERSONNEL SUMMARY

FULL TIME POSITIONS				Design Engineering	Field Engineering	Maps & Records
Br.	Title	Budget 2000-01	Proposed 2001-02			
32	Managing Engineer Water Design	1	1	1		
29	Senior Engineer Water Design	2	2	2		
24	Engineer	1	1	1		
24	Engineer II/Water	1	2	2		
21	Backflow Prevention Inspector	1	1	1		
21	Supervising Engineering Tech.	1	1	1		
18	Junior Engineer	1	0			
18	Principal Engineering Technician	7	6	2	3	1
17	Water Research Assistant	0	1	1		
15	Senior Engineering Technician	1	0			
12	Engineering Technician	1	2	1		1
11	Clerk I	1	1	1		
EMPLOYEE YEARS						
Full Time		18.0	18.0	13.0	3.0	2.0
Overtime		1.2	1.4	0.2	1.1	0.1
Part Time, Temporary, Seasonal		0.4	0.3	0.3	0.0	0.0
Less: Vacancy Allowance		<u>0.4</u>	<u>0.4</u>	<u>0.3</u>	<u>0.1</u>	<u>0.0</u>
Total		19.2	19.3	13.2	4.0	2.1

DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – WATER PRODUCTION & TREATMENT DIVISION

Water Production and Treatment manages, operates, and maintains chemical treatment facilities, the City's three reservoirs, and the Holly Pump Station. This division also monitors water quality and flow throughout the supply system and manages the watershed. Expenditures for property tax payments and payments in-lieu-of taxes on upland properties and the purchase of water from the Monroe County Water Authority (MCWA) are shown in this division to reflect the total cost of producing water to meet City demand.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	4,186,900	4,391,200	204,300
Employee Years	26.7	26.6	-0.1

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
23,600	8,200	-800	0	6,100	167,200	204,300

Major Change

The estimated expense for water purchased from Monroe County Water Authority increases based primarily on a higher exchange rate established for 2001	185,200
Chemical costs at water treatment facilities decrease due to efficiencies and minimal price escalation	-37,000
Utilities allocation decreases to reflect projected expense	-24,800
The allocation for tools and machine parts increases due to aging components at the water treatment facility	19,000
Additional funding is needed for MCWA fire service account charges	18,300
Taxes paid to upland communities are anticipated to increase	6,500

WATER PRODUCTION & TREATMENT

Water Production and Treatment operates treatment facilities at the Hemlock water filtration plant and Cobbs Hill and Highland Reservoirs. The unit also monitors and investigates water quality and has responsibility for watershed management.

Performance Indicators

	<u>Actual 1999-00</u>	<u>Estimated 2000-2001</u>	<u>Budget 2000-2001</u>	<u>Budget 2001-02</u>
DEMAND				
Filtration plant production (mgd)*	33.2	37.0	36.4	37.0
Watershed acreage	9,994	9,994	9,994	9,994
Pumps, valves, and gates	121	121	110	125

DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – WATER PRODUCTION & TREATMENT DIVISION

Performance Indicators

	<u>Actual</u> <u>1999-00</u>	<u>Estimated</u> <u>2000-2001</u>	<u>Budget</u> <u>2000-2001</u>	<u>Budget</u> <u>2001-02</u>
WORKLOAD				
Analytical tests performed	43,100	42,800	45,000	45,000
Pumps, valves and gates maintained	121	121	110	125
Filter backwashes required	1,991	2,600	2,750	2,600
Tons of chemicals applied, (includes chemicals applied at reservoirs)	2,108	2,400	2,500	2,300
KW hr/day electricity used (at WFP only)	7,918	8,800	8,600	8,700

*mgd - millions of gallons per day

TAXES TO OTHER GOVERNMENTS

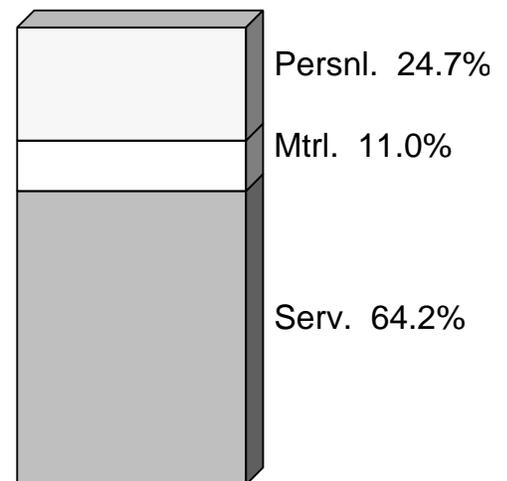
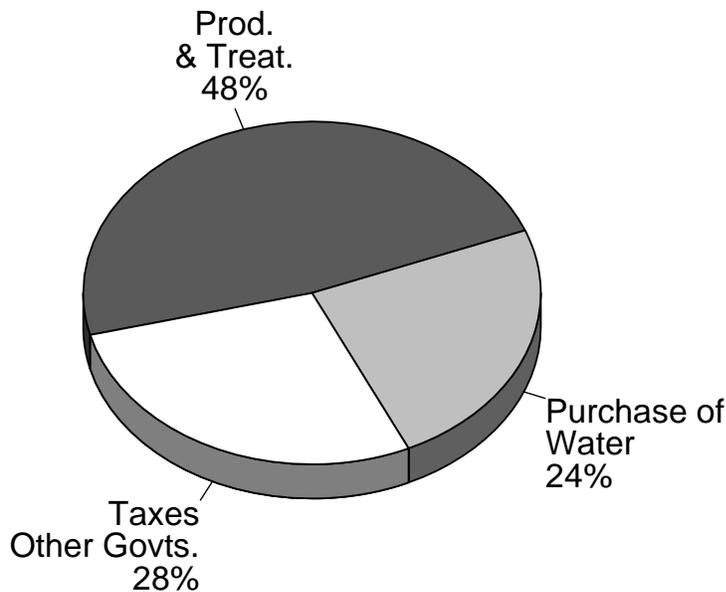
The City pays taxes and payments in lieu of taxes to various municipalities and school districts for land owned in the Upland watershed area and along the conduit route. The budgeted amount reflects an estimate of the City's tax liability in each municipality or school district.

PURCHASE OF WATER

In order to minimize operating costs, the City and the Monroe County Water Authority (MCWA) have an agreement whereby each agency purchases water from the other at advantageous points in the distribution system. Currently, the City sells more water to MCWA than it buys from MCWA; the amount budgeted in this account represents the gross purchases by the City. The purchase of water from MCWA is offset by revenues from the sales of water to MCWA.

DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – WATER PRODUCTION & TREATMENT DIVISION
 EXPENDITURE SUMMARY

	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Appropriation by Major Object				
Personnel Expenses	1,026,113	1,034,000	1,061,800	1,085,400
Materials & Supplies	406,104	506,200	506,200	491,100
Services	3,306,399	2,578,500	2,618,900	2,814,700
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	4,738,616	4,118,700	4,186,900	4,391,200
Appropriation by Activity				
Water Production & Treatment	1,965,959	2,021,400	2,089,600	2,102,200
Taxes to Other Governments	1,171,375	1,242,500	1,236,000	1,242,500
Purchase of Water	<u>1,601,282</u>	<u>854,800</u>	<u>861,300</u>	<u>1,046,500</u>
Total	4,738,616	4,118,700	4,186,900	4,391,200
Employee Years by Activity				
Water Production & Treatment	26.8	25.7	26.7	26.6



DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – WATER PRODUCTION & TREATMENT DIVISION
 PERSONNEL SUMMARY

FULL TIME POSITIONS			
Br.	Title	Budget 2000-01	Proposed 2001-02
32	Manager of Water Production	1	1
26	Chief of Water Quality Operations	1	1
25	Supt. of Water Plant Maintenance	1	1
23	Watershed Conservationist	1	1
21	Water Treatment Supervisor	1	2
20	Master Electrician	1	1
20	Water Instrumentation Technician	1	1
20	Water Plant Mechanic	1	1
18	Senior Water Plant Operator	1	0
17	Water Quality Lab Technician	2	1
16	Water Plant Operator	6	7
15	Sr.Maint.Mech./Water Treatment	2	2
11	Secretary	1	1
6	Interdepartmental Messenger	1	1
61	Maint. Mechanic/Water Treatment	4	4
EMPLOYEE YEARS			
	Full Time	25.0	25.0
	Overtime	1.5	1.5
	Part Time, Temporary, Seasonal	0.7	0.6
	Less: Vacancy Allowance	<u>0.5</u>	<u>0.5</u>
	Total	26.7	26.6

DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – SUPPLY & MAINTENANCE DIVISION

This Division maintains the Upland conduit system that supplies water to the City of Rochester, and portions of Monroe, Ontario and Livingston counties. It also maintains the watershed properties and reservoir structures and grounds.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Install road and drainage structures in Hemlock watershed	Second Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	703,700	757,700	54,000
Employee Years	14.4	14.7	0.3

Change Detail

	<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
	15,000	3,900	-2,200	0	0	37,300	54,000

Major Change

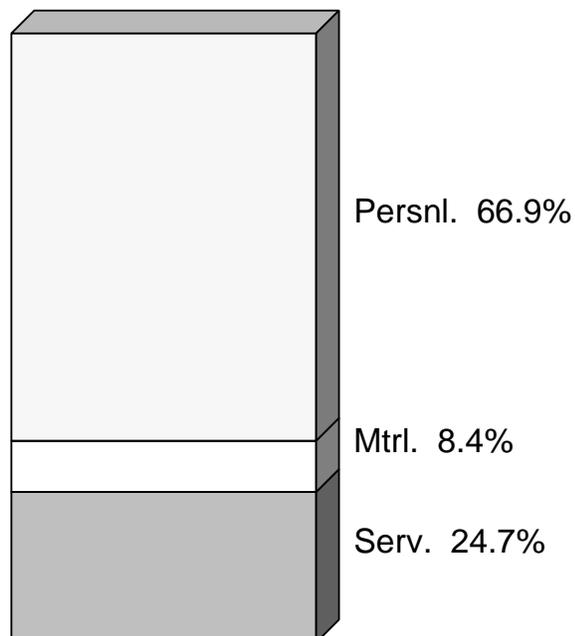
The allocation for utilities expense increases based on projected need	21,000
Asbestos-related protection equipment and training is provided	16,300

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Watershed acreage	9,994	9,994	9,994	9,994
Property line (miles)	75	75	75	75
Right of way (miles)	23	23	23	23
Miles of road maintained	16	16	16	16
Conduit and gatehouse valves	445	445	445	445
Miles of conduit	78	78	78	78
Vaults	245	245	245	245
Air release valves	240	240	240	240
WORKLOAD				
Valves repaired	20	20	15	15
Valves operated manually	292	50	50	50
Air valves replaced	11	12	12	12
Conduit main leak repairs	9	12	12	12
Right of way mowed (miles)	22	18	18	18
Road maintenance (miles)	9	8	7	7
Forest stand improvement (acres)	100	120	120	120
Boundary line maintained (miles)	8.4	8.0	8.0	8.0

DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – SUPPLY & MAINTENANCE DIVISION
EXPENDITURE SUMMARY

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	465,827	502,300	481,700	506,700
Materials & Supplies	72,969	60,100	60,100	64,000
Services	129,003	177,500	161,900	187,000
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	667,799	739,900	703,700	757,700
Appropriation by Activity				
Water Supply & Maintenance	667,799	739,900	703,700	757,700
Employee Years by Activity				
Water Supply & Maintenance	14.8	14.8	14.4	14.7



DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – SUPPLY & MAINTENANCE DIVISION
 PERSONNEL SUMMARY

FULL TIME POSITIONS			
Br.	Title	Budget 2000-01	Proposed 2001-02
23	Asst. Superintendent Water Dist.	1	1
9	Clerk II	1	1
65	Expediter	1	1
65	Sr. Maint. Mechanic/Water Supply	5	4
63	Water Supply Maint.Worker/Constr.	4	6
60	Water Supply Maintenance Worker	1	0
EMPLOYEE YEARS			
	Full Time	13.0	13.0
	Overtime	1.7	2.0
	Part Time, Temporary, Seasonal	0.0	0.0
	Less: Vacancy Allowance	<u>0.3</u>	<u>0.3</u>
	Total	14.4	14.7

**DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – WATER DISTRIBUTION DIVISION**

The Division operates and maintains the water distribution system, including water mains, valves, hydrants, and connections.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	4,035,300	4,043,000	7,700
Employee Years	78.7	75.9	-2.8

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
52,400	13,700	7,500	-3,400	3,300	-65,800	7,700

Major Change

A one-time allocation for a consultant to assist with redesign of water meter reading routes is not repeated	-35,200
Completion of the remote meter installation program results in the elimination of two positions at mid-year and a reduction in overtime allocation	-47,800
Contracted services for repairs increases based on projected need	17,200

ADMINISTRATION

Administration manages the Water Distribution Division.

DISPATCH

The unit dispatches customer service calls to Water Distribution field personnel. The activity keeps records of valve, hydrant, and water main locations, and records the location of all maintenance performed on the water system. The unit receives customer service inquiries for the Office of Customer Satisfaction when their office is not staffed and provides routine evening and weekend communication capability for the Department during the summer months.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Complaints received:				
● Water related	4,368	3,600	3,500	3,600
● Other	1,609	1,900	1,600	1,700
Customer service calls received for the Office of Customer Satisfaction	1,550	1,800	2,200	1,900
Stakeouts requests received*	14,032	13,800	13,000	14,000
Barricades and road plates ordered	2,043	2,120	1,500	2,100

DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – WATER DISTRIBUTION DIVISION

7-61

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
WORKLOAD				
Complaints processed:				
• Water related	4,368	3,600	3,500	3,600
• Other	1,609	1,900	1,600	1,700
Customer service calls taken for the Office of Customer Satisfaction	1,550	1,800	2,200	1,900
Records updated	58,153	57,900	61,000	60,000
Stakeouts posted	41,427	35,000	43,000	40,000
Barricades and road plates installed	2,043	2,120	1,500	2,100

*A single stakeout request may result in multiple stakeouts performed by the Technical Support Unit.

TECHNICAL SUPPORT

This unit locates and identifies water mains for construction projects, investigates leaks and dirty water complaints, performs stakeouts of street lighting facilities, operates valves, and inspects and installs water service connections. The evening and weekend shifts respond to emergency water problems and investigate citizen complaints.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Investigations required	8,632	9,414	8,000	9,000
Stakeouts required	41,427	35,000	43,000	40,000
Valve operations required	4,015	3,350	3,700	3,500
WORKLOAD				
Investigations performed	8,632	9,414	8,000	9,000
Stakeouts performed	41,427	35,000	43,000	40,000
Valve operations conducted	4,015	3,350	3,700	3,500
Tap installations	56	57	50	60
Lawn and pavement inspections	2,354	2,216	2,100	2,200
Contractor inspections	318	380	500	400
Final inspections	18	10	40	20

GRID REPAIR

This activity maintains and repairs the water grid system, including hydrants, mains, valves, valve boxes, and curb boxes. Defective components are repaired or replaced. Grid repair personnel shut off water services at the street connection as requested and repair water service connections.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Water mains (miles)	598	598	585	599
Valves	18,735	18,735	18,735	18,735
Hydrants	7,456	7,456	7,456	7,456
Water meters in system	61,408	61,400	61,500	61,400
Fire hydrant locks	2,200	2,250	2,300	2,250

**DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – WATER DISTRIBUTION DIVISION**

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
WORKLOAD				
Hydrants				
● Field repair to hydrants	1,463	1,350	1,200	1,300
● Hydrants replaced without excavation	118	110	175	120
● Complete settings replaced	175	220	225	200
● Hydrants rebuilt	86	25	75	25
● Hydrants inspected	4,271	3,550	4,600	3,600
● Hydrant locks maintained	2,200	2,250	2,300	2,250
● Hydrants painted	1,317	2,500	1,200	1,400
Water Mains				
● Water mains repaired	63	45	50	50
Valves				
● Valve boxes cleaned	123	120	50	125
● Valve boxes reset/rehabilitated	218	225	180	200
● Valves replaced	12	40	30	30
Services				
● Services repaired	110	125	130	120
● Services replaced	164	105	130	100
● Curb boxes repaired	96	125	120	120
● Curb boxes replaced	223	245	200	200
Lawn/trench restorations	313	593	600	600

METER SERVICE

This activity reads, repairs, and replaces residential, commercial, and industrial water meters. Personnel investigate high consumption reports, repair leaking meters, perform service turn-ons and shut-offs at residences and businesses, thaw frozen water services, and take special readings for house closings, high or low consumption reports, or upon customer request.

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Water meters in system	61,649	61,408	61,500	61,400
WORKLOAD				
Meters read per year:				
● Quarterly customers	246,596	245,632	246,000	245,600
● Monthly customers	11,091	10,900	11,000	10,900
● Special reads	8,284	9,000	8,000	8,500
High consumption investigations	229	100	250	150
Meters replaced (remote-read)	6,050	3,200	4,000	2,000
Meters replaced (industrial)	206	200	200	200
Meters repaired	152	200	200	400
Meters activated/deactivated	1,501	1,450	1,400	1,450
Meters tested	6,847	4,000	5,000	2,000
Frozen water services thawed	1	10	10	10
Service leaks investigated	15	10	25	15
Attempted reads per day/reader	350	360	360	360
Reads per day/reader	310	335	324	340

HYDRAULIC MAINTENANCE

Hydraulic Maintenance performs preventative maintenance activities to ensure proper hydraulic and hygienic properties of the water distribution system. Activities include water main flushing, leak control, water waste surveys, sound surveys, master meter testing, flow and coefficient testing, and valve inspection and valve box maintenance.

Performance Indicators	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Water mains (miles)	598	598	585	598
Valves	18,735	18,735	18,735	18,735
Hydrants	7,456	7,456	7,456	7,456
Master meters	13	13	13	13
Dead-end mains	30	30	30	30
WORKLOAD				
Hydrants, valves & services sound surveys	11,547	11,000	11,300	11,300
Water waste surveys:				
• Districts measured	8	8	8	8
• Master meters tested	0	4	4	4
• Flow & coefficient tests	77	70	130	130
Valve inspections	5,300	5,300	5,300	5,300
Water main flushing:				
• Miles of main - regular program	83.31	85.00	100.00	100.00
• Miles of main - dirty water complaints	11.16	16.00	8.50	10.00
• Miles of main - dead-end	30.00	30.00	30.00	30.00
Valves operated	1,135	1,050	1,200	1,200
RESULTS				
Leaks located	120	120	115	115
Estimated leakage eliminated (mgd)*	1.22	1.30	1.40	1.20
Estimated leak savings (\$)	172,144	185,055	189,588	170,820

*mgd = millions of gallons per day

**DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – WATER DISTRIBUTION DIVISION
EXPENDITURE SUMMARY**

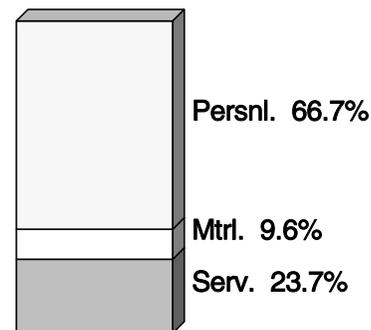
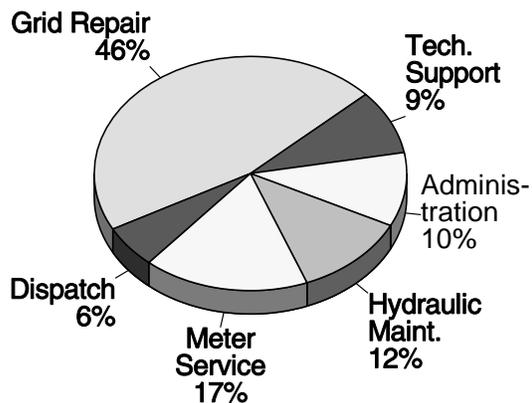
	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Appropriation by Major Object				
Personnel Expenses	2,822,523	2,620,400	2,697,300	2,698,500
Materials & Supplies	356,667	375,200	373,900	388,000
Services	940,711	966,100	964,100	956,500
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	4,119,901	3,961,700	4,035,300	4,043,000

Appropriation by Activity

Administration	471,941	385,400	387,000	393,700
Dispatch	225,517	224,500	227,800	233,500
Technical Support	378,265	367,500	375,300	383,800
Grid Repair	1,865,071	1,792,400	1,834,100	1,854,700
Meter Services	755,673	788,100	773,800	693,800
Hydraulic Maintenance	<u>423,434</u>	<u>403,800</u>	<u>437,300</u>	<u>483,500</u>
Total	4,119,901	3,961,700	4,035,300	4,043,000

Employee Years by Activity

Administration	2.0	2.1	2.3	2.0
Dispatch	7.3	5.9	6.8	6.8
Technical Support	11.3	11.0	10.9	11.0
Grid Repair	28.0	25.7	25.5	24.7
Meter Service	20.0	19.2	20.5	17.6
Hydraulic Maintenance	<u>13.8</u>	<u>12.9</u>	<u>12.7</u>	<u>13.8</u>
Total	82.4	76.8	78.7	75.9



DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – WATER DISTRIBUTION DIVISION
 PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Dispatch	Technical Support	Grid Repair	Meter Service	Hydraulic Maintenance
Br.	Title	Budget 2000-01	Proposed 2001-02						
32	Manager of Water Distribution	1	1	1					
23	Asst. Superintendent Water Dist.	5	5				3	1	1
18	Supervising Water Dist. Technician	1	1						1
18	Supv. Meter Services Technician	2	2					2	
15	Senior Dispatcher	1	1		1				
11	Clerk I	1	1	1					
9	Clerk II with Typing	1	1				1		
7	Clerk III with Typing	1	1					1	
65	Sr. Maint. Mech./Water Grid	4	4				4		
64	Water Distribution Technician	28	24			9		9	6
64	Dispatcher	5	5		5				
62	Water Maint. Worker Construction	15	15				13		2
61	Meter Reader	1	4					4	
59	Water Maintenance Worker	6	6			1	2		3
57	Mechanic's Helper	1	0						
EMPLOYEE YEARS									
Full Time		73.0	71.0	2.0	6.0	10.0	23.0	17.0	13.0
Overtime		6.6	5.8	0.0	0.9	1.2	2.2	1.0	0.5
Part Time, Temporary, Seasonal		0.5	0.6	0.0	0.0	0.0	0.0	0.0	0.6
Less: Vacancy Allowance		1.4	1.5	0.0	0.1	0.2	0.5	0.4	0.3
Total		78.7	75.9	2.0	6.8	11.0	24.7	17.6	13.8

**DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – STREET LIGHTING DIVISION**

This unit oversees the City's street lighting system. Street Lighting functions as liaison with Rochester Gas and Electric Corporation (RG&E), which owns and operates most of the system. Employees of the City and of Rochester Gas & Electric work together to replace damaged or obsolete poles and arrange for upgrading of lighting where necessary. The unit designs street lighting reconstruction projects and reviews street lighting specifications in reconstruction projects designed by consultants. It supervises maintenance and operation of City-owned street lighting facilities and investigates street lighting problems and complaints.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	5,177,700	4,617,800	-559,900
Employee Years	7.1	6.5	-0.6

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
11,800	7,800	500	0	0	-580,000	-559,900

Major Change

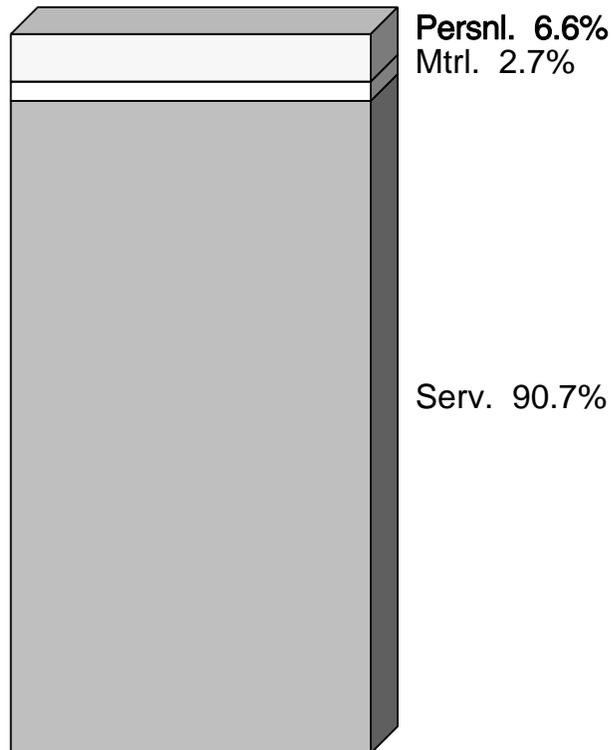
Reduction in street lighting expense realized as a result of changes in fees	-580,000
Training funds are provided to increase utilization of street lighting design software	15,000
An engineering position transfers from the Director's Office offset by the elimination of an administrative position, and allocations for overtime and part-time wages decrease	-15,000

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
City maintained lights	11,512	12,150	11,800	12,550
RG&E maintained lights	15,388	15,100	15,100	14,750
Calls for service	4,175	4,000	4,000	4,000
WORKLOAD				
Work orders issued	2,022	2,200	2,200	2,200
Complaints referred to RG&E	1,515	1,800	1,800	1,800
Pole knockdowns	159	150	150	150
Conduit repairs	34	50	50	50
Luminaire repairs	1,302	1,500	1,500	1,500

DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – STREET LIGHTING DIVISION
 EXPENDITURE SUMMARY

	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Appropriation by Major Object				
Personnel Expenses	287,331	288,300	306,500	303,300
Materials & Supplies	113,570	119,700	119,700	123,300
Services	4,811,802	4,193,200	4,751,500	4,191,200
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	5,212,703	4,601,200	5,177,700	4,617,800
Appropriation by Activity				
Street Lighting	5,212,703	4,601,200	5,177,700	4,617,800
Employee Years by Activity				
Street Lighting	6.5	6.7	7.1	6.5



DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – STREET LIGHTING DIVISION
 PERSONNEL SUMMARY

FULL TIME POSITIONS			
Br.	Title	Budget 2000-01	Proposed 2001-02
26	Street Light. Program Coordinator	1	1
24	Engineer	0	1
24	Engineer II	0	1
24	Senior Administrative Analyst	1	0
23	St. Light. Maintenance/Operations Coord.	1	1
21	Supv. Engineering Technician	1	0
12	Engineering Technician	1	1
9	Clerk II with Typing	1	1
EMPLOYEE YEARS			
	Full Time	6.0	6.0
	Overtime	0.4	0.0
	Part Time, Temporary, Seasonal	0.7	0.5
	Less: Vacancy Allowance	<u>0.0</u>	<u>0.0</u>
	Total	7.1	6.5

DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – PARKING METER OPERATIONS

This unit maintains the City's on-street parking meters, installs new meters, and performs meter revenue collection on a daily basis.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	141,100	147,400	6,300
Employee Years	4.0	4.1	0.1

Change Detail

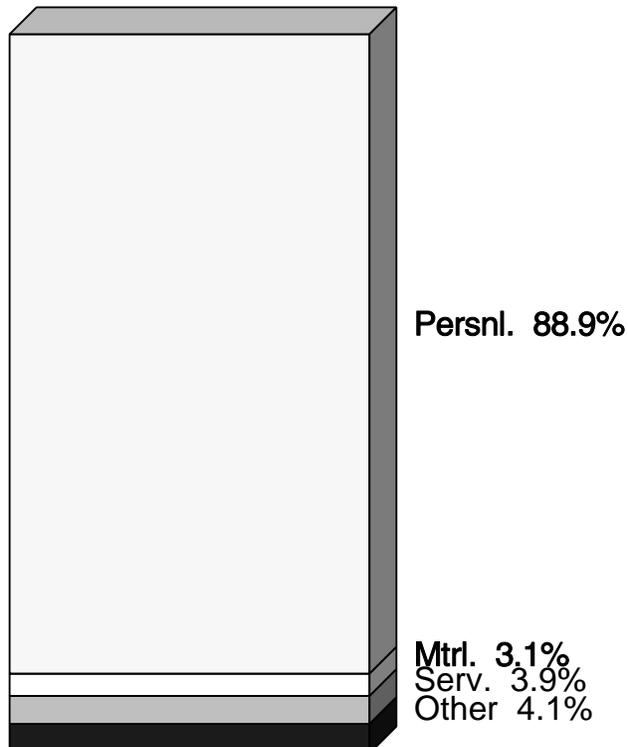
<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
4,000	100	1,900	0	300	0	6,300

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Street meters	1,573	1,573	1,573	1,573
WORKLOAD				
Meters installed/replaced	517	350	350	150

**DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – PARKING METER OPERATIONS
EXPENDITURE SUMMARY**

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Amended 2000-01</u>	<u>Proposed 2001-02</u>
Appropriation by Major Object				
Personnel Expenses	120,072	127,000	127,000	131,000
Materials & Supplies	3,992	4,300	4,300	4,600
Services	6,743	6,300	4,900	5,800
Other	<u>6,000</u>	<u>4,900</u>	<u>4,900</u>	<u>6,000</u>
Total	136,807	142,500	141,100	147,400
Appropriation by Activity				
Parking Meter Operations	136,807	142,500	141,100	147,400
Employee Years by Activity				
Parking Meter Operations	4.0	4.0	4.0	4.1



DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – PARKING METER OPERATIONS
 PERSONNEL SUMMARY

FULL TIME POSITIONS			
Br.	Title	Budget 2000-01	Proposed 2001-02
18	Supervising Parking Meter Mechanic	1	1
10	Parking Meter Mechanic	3	3
EMPLOYEE YEARS			
	Full Time	4.0	4.0
	Overtime	0.0	0.1
	Part Time, Temporary, Seasonal	0.0	0.0
	Less: Vacancy Allowance	<u>0.0</u>	<u>0.0</u>
	Total	4.0	4.1

**DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – WATER FIXED CHARGES**

This section includes operating expenditures for the water supply system that cannot be directly attributed to an operating unit.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	7,807,200	7,548,800	-258,400

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
0	0	-258,400	0	0	0	-258,400

ALLOWANCE FOR UNCOLLECTIBLES

The allowance for uncollectibles is an estimate of the delinquent amount of water charges that are not paid within two years.

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
Delinquent amount	\$5,069,675	\$5,116,986	\$5,120,400	\$5,130,000
Estimated percentage of uncollectibles	<u>27.26</u>	<u>28.00</u>	<u>28.40</u>	<u>28.34</u>
Total	<u>\$1,407,237</u>	<u>\$1,432,756</u>	<u>\$1,454,000</u>	<u>\$1,454,000</u>

ADMINISTRATIVE CHARGEBACKS

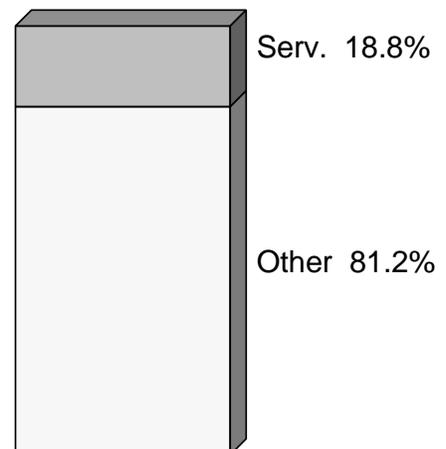
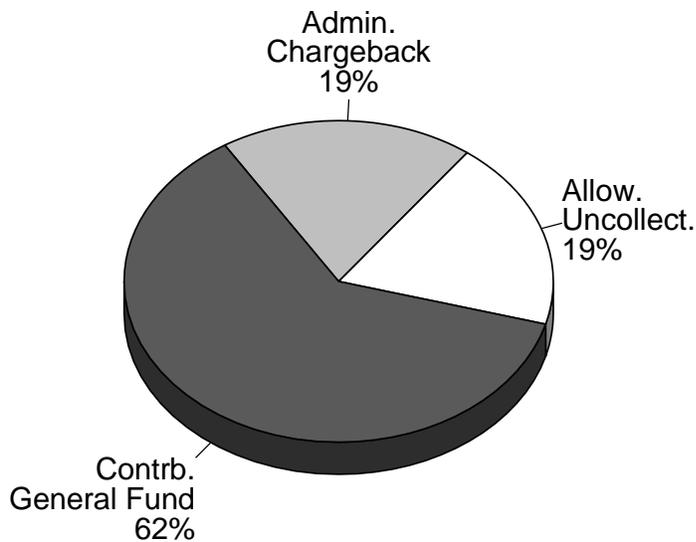
The administrative chargeback is an interfund charge that reimburses the General Fund for general administrative services provided to the enterprise funds, based on an indirect cost allocation formula. The administrative chargeback to the Water Fund for 2001-02 represents 7.4 percent of total Water Fund expenses incurred in 1999-2000.

CONTRIBUTION TO THE GENERAL FUND

The Water Fund makes a contribution to the General Fund as payment in lieu of taxes on the Water Fund capital plant and as a return on investment.

DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – WATER FIXED CHARGES
 EXPENDITURE SUMMARY

	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Appropriation by Major Object				
Personnel Expenses	0	0	0	0
Materials & Supplies	0	0	0	0
Services	1,514,700	1,674,700	1,674,700	1,416,300
Other	<u>6,150,940</u>	<u>6,085,800</u>	<u>6,132,500</u>	<u>6,132,500</u>
Total	7,665,640	7,760,500	7,807,200	7,548,800
Appropriation by Activity				
Allowance for Uncollectibles	1,472,440	1,407,300	1,454,000	1,454,000
Administrative Chargeback	1,514,700	1,674,700	1,674,700	1,416,300
Contribution to the General Fund	<u>4,678,500</u>	<u>4,678,500</u>	<u>4,678,500</u>	<u>4,678,500</u>
Total	7,665,640	7,760,500	7,807,200	7,548,800



**DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF EQUIPMENT SERVICES**

The Bureau of Equipment Services maintains and repairs most City motor vehicles and provides fuel for the entire fleet.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Complete installation of new fleet management system	Second Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	3,322,400	3,934,500	612,100
Employee Years	83.0	81.7	-1.3

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
60,300	47,200	223,100	0	-4,100	285,600	612,100

Major Change

Funds are added to the fuel allocation for projected unit cost increase, \$191,000, and additional consumption, \$167,000	358,000
The one-time expense for purchase of a fleet management system is completed	-70,000
Two vacant positions are eliminated as an productivity measure	-67,500
A position is added to provide administrative support for the unit	48,700
An increase in expense for automotive lubricants is anticipated	27,800
The maintenance and repair of equipment allocation decreases based on projected need	-11,400

FLEET MANAGEMENT

This activity manages the Bureau of Equipment Services and administers the City fleet and related equipment facilities.

REPAIR

Repair maintains and repairs City vehicles, except for Fire Department vehicles. Work includes preventive maintenance, mechanical repair, body and fender repair, tire repair, and welding.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Units maintained	1,263	1,265	1,260	1,265
Service requests				
• Repair orders	16,045	16,250	16,000	16,000
• Tire orders	2,356	2,350	2,500	2,400

DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF EQUIPMENT SERVICES

7-75

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
WORKLOAD				
Repair hours	65,072	65,000	64,000	65,000
Road calls:				
• Towing service	647	650	630	640
• Repair service	2,491	2,300	2,000	2,250
• Tire repair	516	450	400	450

FUELING

This activity distributes fuel to City vehicles and some Monroe County and Federal vehicles. Distribution is controlled by an automated fueling system that monitors fuel use by vehicle and driver.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
WORKLOAD				
Fuel purchased				
• Unleaded fuel (gallons)	694,972	712,348	N/A	712,500
• Diesel fuel (gallons)	543,764	517,148	N/A	525,000

N/A - Not Applicable

PARTS

This unit maintains parts, materials, and supplies used for the repair and maintenance of City vehicles. It operates the parts room and machine shop, rebuilds used parts, and operates the computerized parts inventory system.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Parts inventory value (\$)	707,400	784,500	790,300	745,900
Parts lines	5,832	6,287	6,250	6,100
Requests for parts	74,474	61,100	78,000	62,000
Machine shop repairs and fabrication requests received	2,525	1,255	1,026	1,200
Contracts requested	125	155	125	130
WORKLOAD				
Parts issued	74,474	61,100	78,000	62,000
Machine shop repair and fabrication orders completed	2,525	1,255	1,026	1,200
Contracts maintained	125	155	125	130

**DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF EQUIPMENT SERVICES**

Chargebacks

<u>Department/Bureau</u>	<u>2000-01</u>	<u>2001-02</u>	<u>Department/Bureau</u>	<u>2000-01</u>	<u>2001-02</u>
CITY COUNCIL AND CLERK	700	1,200	ENVIRONMENTAL SERVICES		
ADMINISTRATION			Commissioner	30,400	36,400
Mayor's Office	6,200	6,000	Architecture & Engineering	6,200	13,000
Audit & Review	400	300	Operations	3,309,700	3,297,500
Budget	300	300	Water & Lighting	247,900	254,400
Human Resource Mgmt.	800	700	Equipment Services	<u>98,600</u>	<u>44,000</u>
Communications	600	900	TOTAL:	3,692,800	3,645,300
NET	500	100	EMERGENCY COMMUNICATIONS		
Pathways to Peace	100	100		900	1,000
Law	<u>100</u>	<u>100</u>	POLICE	1,421,000	1,227,200
TOTAL:	9,000	8,500	FIRE	67,600	50,600
FINANCE			LIBRARY		
Director's Office	700	200	Central Library	10,400	10,300
Treasury	2,600	4,000	Community Library	<u>5,200</u>	<u>5,500</u>
Accounting	100	0	TOTAL:	15,600	15,800
Assessment	200	100	PARKS, RECREATION AND HUMAN SERVICES		
Purchasing	800	800	Commissioner	5,000	6,500
Information Systems	<u>3,600</u>	<u>4,000</u>	Parks & Recreation	151,500	137,000
TOTAL:	8,000	9,100	Special Services	80,600	78,100
COMMUNITY DEVELOPMENT	2,100	2,100	Human Services	<u>800</u>	<u>100</u>
ECONOMIC DEVELOPMENT			TOTAL:	237,900	221,700
Administration	3,600	3,500	CITY TOTAL	5,466,500	5,189,000
Municipal Parking	<u>7,300</u>	<u>3,000</u>	Interfund	2,986,500	2,987,100
TOTAL:	10,900	6,500	Intrafund	2,480,000	2,201,900
			CITY TOTAL	5,466,500	5,189,000

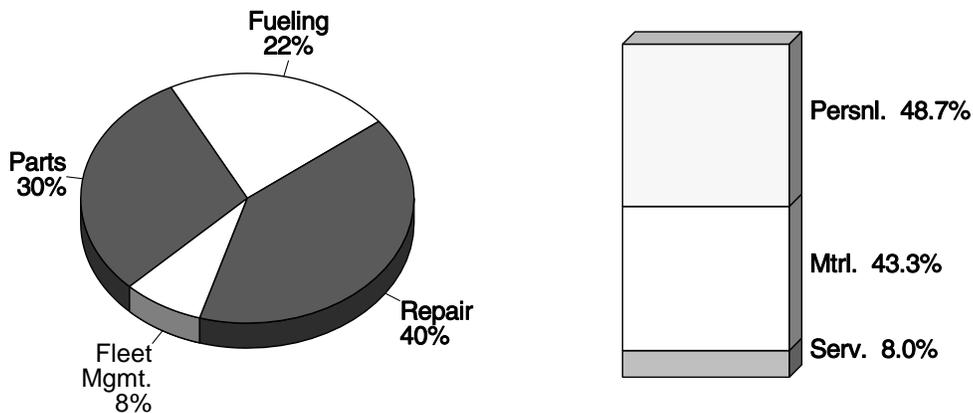
DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF EQUIPMENT SERVICES
EXPENDITURE SUMMARY

Appropriation by Major Object	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Personnel Expenses	2,913,110	2,934,300	2,945,100	2,986,600
Materials & Supplies	2,488,946	2,529,300	2,243,000	2,658,200
Services	633,325	629,100	614,300	491,600
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	6,035,381	6,092,700	5,802,400	6,136,400
Less: Intrafund Credit*	<u>3,118,803</u>	<u>1,998,300</u>	<u>2,480,000</u>	<u>2,201,900</u>
Total	2,916,578	4,094,400	3,322,400	3,934,500

Appropriation by Activity	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Fleet Management	467,022	458,200	534,300	475,900
Repair	2,426,929	2,546,800	2,477,200	2,477,500
Fueling	1,074,460	1,243,700	982,100	1,340,700
Parts	<u>2,066,970</u>	<u>1,844,000</u>	<u>1,808,800</u>	<u>1,842,300</u>
Total	6,035,381	6,092,700	5,802,400	6,136,400
Less: Intrafund Credit*	<u>3,118,803</u>	<u>1,998,300</u>	<u>2,480,000</u>	<u>2,201,900</u>
Total	2,916,578	4,094,400	3,322,400	3,934,500

Employee Years by Activity	1999-2000	2000-01	2000-01	2001-02
Fleet Management	5.3	5.3	5.0	6.1
Repair	68.8	65.6	65.7	64.7
Fueling	1.0	1.1	1.1	1.0
Parts	<u>10.8</u>	<u>10.8</u>	<u>11.2</u>	<u>9.9</u>
Total	85.9	82.8	83.0	81.7

*Reflects chargeback for motor equipment service.



DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF EQUIPMENT SERVICES
PERSONNEL SUMMARY

FULL TIME POSITIONS				Fleet Management	Repair	Fueling	Parts
Br.	Title	Budget 2000-01	Proposed 2001-02				
33	Director of Fleet Services	1	1	1			
29	Assistant Director of Fleet Services	1	1		1		
25	Fleet Maintenance Manager	1	1		1		
24	Senior Administrative Analyst	1	2	1			1
23	Asst. Fleet Maintenance Manager	2	2		2		
21	Parts Supervisor	1	1				1
21	Production Controller	1	1		1		
20	Executive Assistant	1	1	1			
20	Supervisor Automotive Support	1	0				
19	Mechanic Supervisor	3	4		4		
17	Heavy Mechanic I	0	3		3		
17	Senior Auto Welder	0	1		1		
15	Auto Welder	0	1		1		
15	Heavy Mechanic II	0	24		24		
14	Senior Auto Parts Clerk	2	2				2
13	Administrative Secretary	1	1	1			
11	Auto Parts Clerk	4	4				4
9	Clerk II	1	0				
9	Clerk II with Typing	2	3	2	1		
65	Auto Body Repairer	3	3		3		
65	Auto Machinist	2	1				1
65	Auto Welder	2	0				
65	Heavy Mechanic I	4	0				
63	Heavy Mechanic II	25	0				
63	Sr. Auto Maintenance Mechanic	9	10		10		
61	Tire Repairer	2	2		2		
60	Automotive Maintenance Mechanic	5	5		5		
58	Auto Aide	2	2		1	1	
EMPLOYEE YEARS							
Full Time		77.0	76.0	6.0	60.0	1.0	9.0
Overtime		6.9	6.7	0.0	5.6	0.0	1.1
Part Time, Temporary, Seasonal		0.6	0.5	0.2	0.3	0.0	0.0
Less: Vacancy Allowance		<u>1.5</u>	<u>1.5</u>	<u>0.1</u>	<u>1.2</u>	<u>0.0</u>	<u>0.2</u>
Total		83.0	81.7	6.1	64.7	1.0	9.9

Purpose

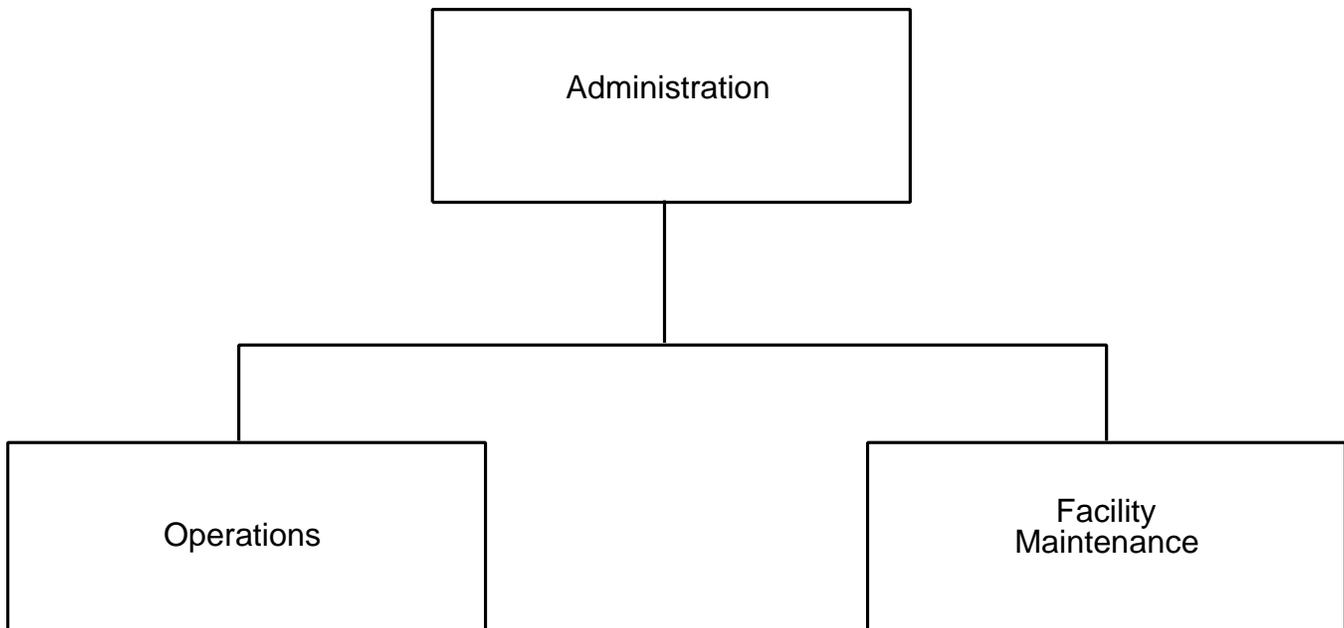
The Emergency Communications Department provides communications services to the City Police and Fire Departments, the Monroe County Sheriff, various town and village police departments, and other fire departments in Monroe County. It provides emergency service from initial citizen request through dispatch and provides related communications services for field personnel.

The Emergency Communications Department also coordinates the 911 Emergency Communications System contract with Monroe County. Under the terms of that agreement, the City operates the Center, which receives all 911 calls, and dispatches police, fire, and emergency medical service for participating agencies.

Expenditures for Administration and Operations activities are reimbursed by Monroe County. The City funds the Facility Maintenance activity.

Organization

The Emergency Communications Department is organized into three activities: Administration, Operations, and Facility Maintenance.



The 2001-02 work plan includes the following:

Objective	Projected Completion
Conduct workplace violence awareness training	First Quarter
Upgrade to digital call-recording system	First Quarter
Establish on-line connection with Rochester Gas & Electric	Second Quarter

Year-to-Year Comparison

	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>	<u>Change</u>	<u>Percent</u> <u>Change</u>
<u>Main Functions</u>				
Administration	366,100	373,800	7,700	2.1%
Operations	7,336,800	7,399,700	62,900	0.9%
Facility Maintenance	<u>176,800</u>	<u>156,400</u>	<u>-20,400</u>	-11.5%
Total	<u>7,879,700</u>	<u>7,929,900</u>	<u>50,200</u>	0.6%
Employee Years	189.7	186.8	-2.9	-1.5%

Change Detail

<u>Salary & Wage</u> <u>Adjustment</u>	<u>General</u> <u>Inflation</u>	<u>Chargebacks</u>	<u>Vacancy</u> <u>Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
145,400	14,500	21,000	-101,300	4,200	-33,600	-2,500

Major Change

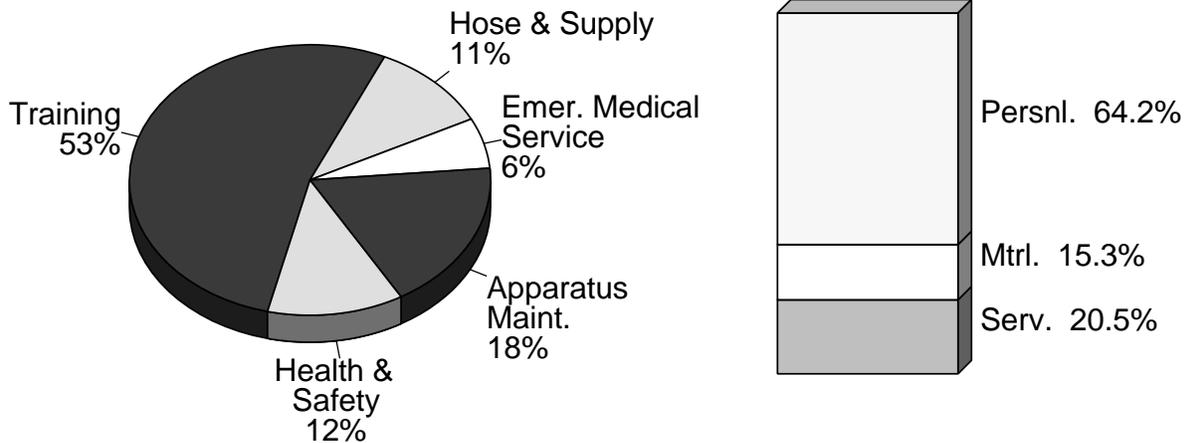
Utilities allocation is reduced to more accurately reflect projected expense	-27,100
Productivity measures decrease expense	-6,500

**EMERGENCY COMMUNICATIONS DEPARTMENT
EXPENDITURE SUMMARY**

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	6,759,344	6,810,600	6,884,200	6,928,300
Materials & Supplies	80,551	111,500	126,500	129,500
Services	747,793	808,200	869,000	872,100
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>7,587,688</u>	<u>7,730,300</u>	<u>7,879,700</u>	<u>7,929,900</u>

Appropriation by Activity				
Administration	285,815	358,000	366,100	373,800
Operations	7,154,787	7,223,500	7,336,800	7,399,700
Facility Maintenance	<u>147,086</u>	<u>148,800</u>	<u>176,800</u>	<u>156,400</u>
Total	<u>7,587,688</u>	<u>7,730,300</u>	<u>7,879,700</u>	<u>7,929,900</u>

Employee Years by Activity				
Administration	6.0	6.8	7.0	7.0
Operations	<u>183.1</u>	<u>181.9</u>	<u>182.7</u>	<u>179.8</u>
Total	<u>189.1</u>	<u>188.7</u>	<u>189.7</u>	<u>186.8</u>



ADMINISTRATION

This activity manages the Emergency Communications Department. It prepares and monitors the budget and performs planning, personnel, and purchasing functions. This activity works with all user agencies to coordinate procedures and systems.

OPERATIONS

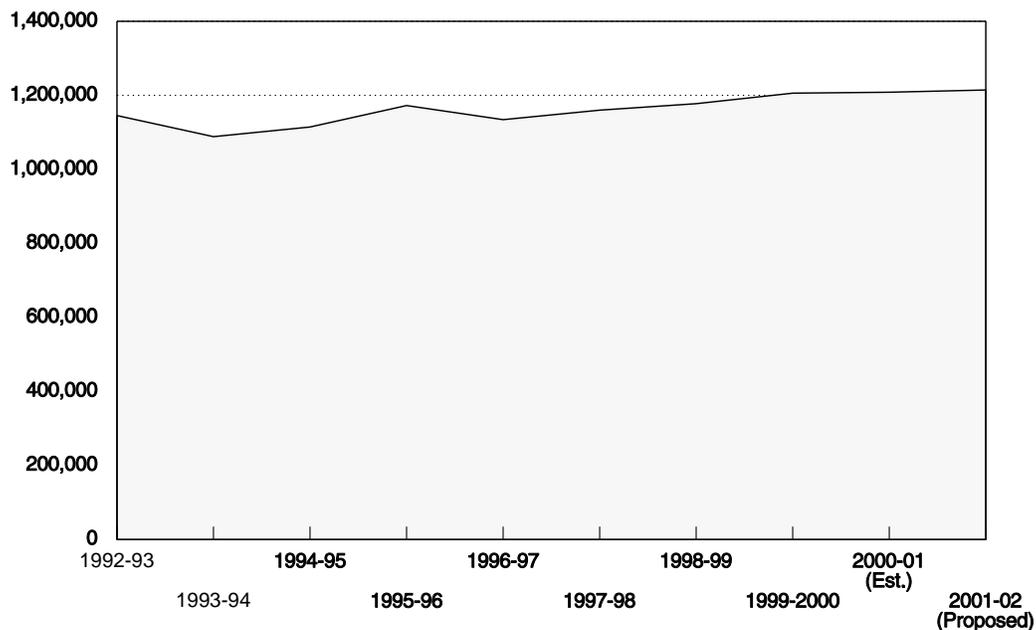
This activity receives emergency calls from the public that require response by the City Police and Fire Departments, the Monroe County Sheriff, 11 town and village police departments, and 35 fire districts in Monroe County. The unit dispatches appropriate emergency vehicles and personnel and furnishes necessary radio communications with field personnel. This activity provides primary and in-service training for the personnel who receive and dispatch calls.

Program Change

Budget constraints mandated by Monroe County result in an increased vacancy factor.

Performance Indicators

	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Budget</u> 2000-01	<u>Budget</u> 2001-02
DEMAND				
Calls received	1,206,034	1,208,401	1,218,248	1,214,443
WORKLOAD				
Calls dispatched:				
● Police	605,401	609,518	629,385	612,566
● Fire	64,847	65,859	65,049	66,188
● Emergency medical service	76,760	79,146	79,202	79,541
● Police-initiated dispatch	<u>375,698</u>	<u>371,881</u>	<u>428,357</u>	<u>373,740</u>
	1,122,706	1,126,404	1,201,993	1,132,035

Calls Received

FACILITY MAINTENANCE

This activity includes expenditures associated with maintenance of the Emergency Communications Center, including utilities, refuse collection, snow removal, and general building and grounds maintenance.

EMERGENCY COMMUNICATIONS DEPARTMENT
PERSONNEL SUMMARY

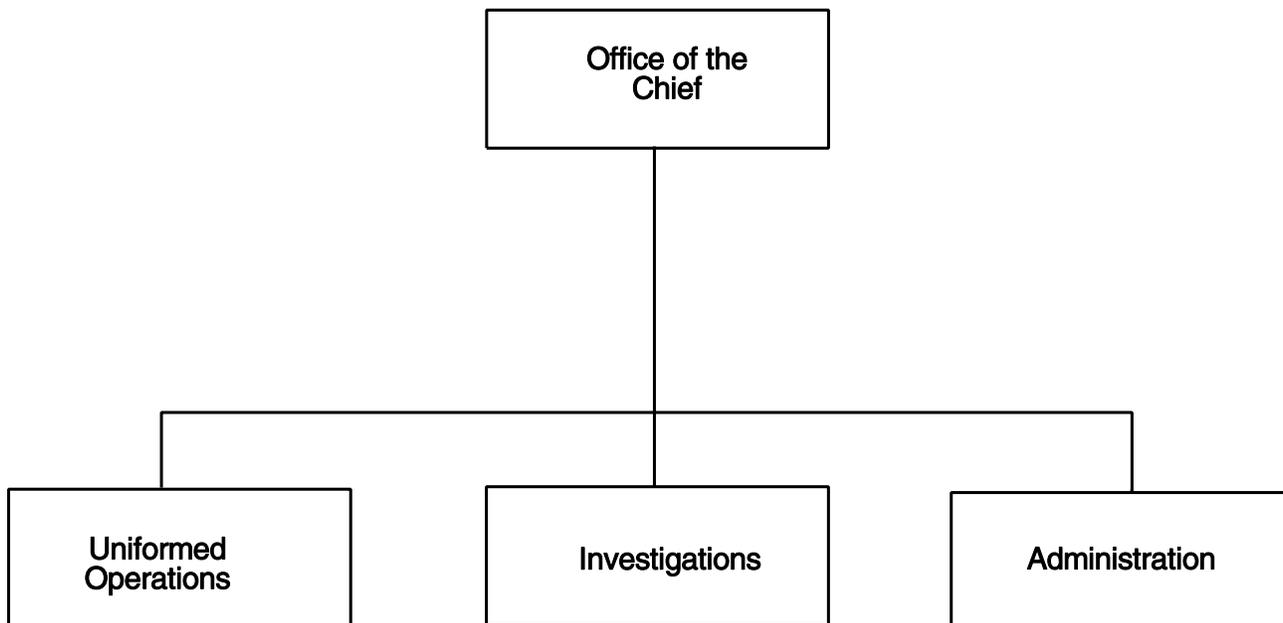
FULL TIME POSITIONS				Administration	Operations
Br.	Title	Budget 2000-01	Proposed 2001-02		
35	ECC Director	1	1	1	
31	Manager of Operations	1	1		1
31	Manager of Administrative Services	1	1	1	
26	911 Operations Manager	0	3		3
26	Senior Shift Supervisor	3	0		
21	Shift Supervisor	12	12		12
200	ECC Trainer	1	1		1
200	CAD Information System Specialist	1	1		1
190	EMD Quality Improvement Coord. II	2	2		2
180	EMD Quality Improvement Coord. I	1	0		0
180	Quality Improvement Coord. I	0	1		1
170	Dispatcher II	30	30		30
16	Administrative Assistant	1	1	1	
150	Dispatcher I	78	78		78
15	Secretary to the Director	0	1	1	
13	Administrative Secretary	1	0		
12	Communications Research Assistant	1	1	1	
110	Telecommunicator	36	36		36
110	Telecommunicator-Bilingual	1	1		1
7	Clerk III with Typing	1	1	1	
3	Research Technician	1	1	1	
EMPLOYEE YEARS					
Full Time		173.0	173.0	7.0	166.0
Overtime		15.8	15.9	0.0	15.9
Part Time, Temporary, Seasonal		3.4	3.4	0.0	3.4
Less: Vacancy Allowance		<u>2.5</u>	<u>5.5</u>	<u>0.0</u>	<u>5.5</u>
Total		189.7	186.8	7.0	179.8

Purpose

The Police Department protects and preserves public safety through crime prevention patrol, investigation of reported offenses, and apprehension of offenders.

Organization

The Police Department is organized into the Office of the Chief, and three bureaus: Uniformed Operations, Investigations, and Administration.



POLICE DEPARTMENT

The Department comprises three Bureaus, each reporting to a Deputy Chief: the Investigations Bureau, which includes the Central Investigation Division and Special Investigation Section; the Uniformed Operations Bureau, and the Administration Bureau. The Office of the Chief provides overall departmental management and planning.

Highlights of the Department's 2001-02 work program are presented below. Additional information for each bureau is included in the sections that follow.

<u>Division</u>	<u>Highlights</u>	<u>Projected Completion</u>
Uniformed Operations Bureau	Complete deployment of twenty-four additional sworn personnel to City schools under the "COPS In Schools" Federal grant program	First Quarter
	Begin installation of "lap-top" computers in patrol vehicles, permitting automated filing of reports	Fourth Quarter
	Complete consultant study of Patrol Division, including section and car beat boundaries, review recommendations, and begin implementation	Fourth Quarter
Investigations Bureau	Conduct analysis of investigative functions, and provide enhanced investigative training to field personnel	Fourth Quarter
Administration Bureau	Complete implementation and staffing and conduct preliminary evaluation of 3-1-1 alternative call response program	Third Quarter
	Administer relocation to new Public Safety Building	Fourth Quarter

Year-to-Year Comparison

<u>Division</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>	<u>Change</u>	<u>Percent Change</u>
Office of the Chief	3,364,300	3,211,800	-152,500	-4.5%
Uniformed Operations	34,384,700	34,448,100	63,400	0.2%
Investigations	8,809,700	8,786,500	-23,200	-0.3%
Administration	<u>9,479,200</u>	<u>9,688,500</u>	<u>209,300</u>	2.2%
Total	56,037,900	56,134,900	97,000	0.2%
Employee Years	916.0	957.8	41.8	4.6%

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
541,800	67,200	-187,500	-39,100	-17,400	-268,000	97,000

Major Change

Four positions are added to the Animal Services Unit, increasing enforcement activities, providing better supervision, and upgrading public service	106,200
Grant-related expenses decrease, reflecting the completion of projects to reduce auto theft, domestic violence, truancy, illegal gun traffic, and shipment of illegal drugs; the reductions lead to abolishment of one full time and two part time positions, as well as decreases in overtime, equipment, and service allocations	-410,400
Overtime expense is reduced	-105,300
An additional Police Officer position is assigned to the Investigations Bureau, to expand enforcement of recent City quality-of-life regulations	53,400
Animal Control supplies and services, printing and duplicating, and uniform purchases decrease based on projected need	-40,200
The Administration Bureau anticipates increases in contractual towing expense, mobile phone costs, and pre-employment recruit testing	40,100
A clerical position added to the Investigations Bureau provides support to the joint City-County narcotics task force	29,800
Reactivation of the former Lake Section office on Maplewood Drive, which now houses the Special Operations Section of the Uniformed Operations Bureau, results in increased operational costs	25,900
Additional changes are described in individual bureau sections	

Assignment of Authorized Positions
1992-93 to 2001-02

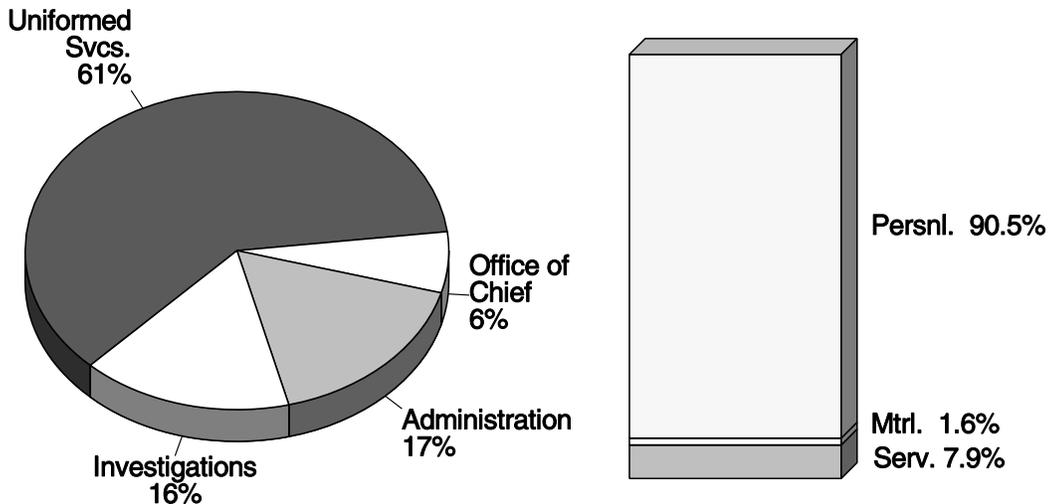
Year	Office of the Chief & Administration			Uniformed Operations & Investigations			Department		
	Sworn	Non-Sworn	Total	Sworn	Non-Sworn	Total	Sworn	Non-Sworn	Total
2001-02	64	115	179	644	57	701	708	172	880
2000-01	69	111	180	638	57	695	707	168	875
1999-2000	48	89	137	635	58	693	683	147	830
1998-99	58	88	146	625	57	682	683	145	828
1997-98	61	87	148	622	57	679	683	144	827
1996-97	63	82	145	620	57	677	683	139	822
1995-96	59	83	142	615	57	672	674	140	814
1994-95	69	85	154	605	56	661	674	141	815
1993-94	74	83	157	600	56	656	674	139	813
1992-93	74	84	158	600	53	653	674	137	811

Authorized Sworn Positions
1997-98 to 2001-02

Positions	1997-98	1998-99	1999-2000	2000-01	2001-02
Chief	1	1	1	1	1
Deputy Chief	2	2	2	3	3
Commander	3	3	3	2	2
Captain	14	14	14	14	14
Lieutenant	40	40	40	40	40
Sergeant	83	83	83	83	83
Detective B	2	2	0	0	0
Detective C	1	1	1	0	0
Police Officer (Investigator)	58	58	60	61	61
Police Officer	<u>479</u>	<u>479</u>	<u>479</u>	<u>503</u>	<u>504</u>
Total	683	683	683	707	708

POLICE DEPARTMENT EXPENDITURE SUMMARY

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	46,800,104	49,896,900	50,284,500	50,830,900
Materials & Supplies	799,782	883,000	994,900	895,600
Services	5,672,342	4,401,600	4,758,500	4,408,400
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	53,272,228	55,181,500	56,037,900	56,134,900
Appropriation by Activity				
Office of the Chief	6,367,110	3,358,000	3,364,300	3,211,800
Uniformed Operations	32,920,695	33,073,900	34,384,700	34,448,100
Special Services	0	0	0	0
Investigations	8,500,980	8,880,200	8,809,700	8,786,500
Administration	<u>5,483,443</u>	<u>9,869,400</u>	<u>9,479,200</u>	<u>9,688,500</u>
Total	53,272,228	55,181,500	56,037,900	56,134,900
Employee Years by Activity				
Office of the Chief	81.9	52.0	51.2	50.4
Uniformed Operations	567.6	559.2	572.2	598.4
Special Services	0.0	0.0	0.0	0.0
Investigations	152.6	154.8	153.2	154.9
Administration	<u>85.0</u>	<u>153.6</u>	<u>139.4</u>	<u>154.1</u>
Total	887.1	919.6	916.0	957.8
NET Allocation - Dollars	1,673,700	1,752,200	1,861,500	1,850,000
NET Allocation - Employee Years	32.6	31.6	32.4	31.8



The Office of the Chief manages the Department. It includes the Chief's Office, and the Inspectional Services Division, which oversees the Research and Evaluation and Professional Standards sections. Sworn personnel on long-term medical leave are assigned to the Disabled activity for the duration of their disability and monitored by the Professional Standards Section.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	3,364,300	3,211,800	-152,500
Employee Years	51.2	50.4	-0.8

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
44,500	3,900	-4,000	-2,000	-14,500	-183,900	-152,500

Major Change

A position of Lieutenant transfers from Research and Evaluation to Uniformed Operations, Patrol Command activity, as relief Staff Duty Officer	-69,100
A position of Sergeant transfers from Professional Standards to the Patrol Division	-61,100
A Police Officer position transfers to the Administration Bureau to work in the Call Reduction Unit	-53,400
Installation of new hardware and software for the records management system permits reduction in software support costs	-12,500
Anticipated demand increases for special events administration lead to increased overtime allocations	9,700
Continued expansion of the RPD computer network results in additional data line charges	8,700
Funds for on-site accreditation, completed in 2000-01, are eliminated	-5,200
A clerical position is transferred from the Administration Bureau, Technical Support/Head-quarters; as an offset, two part-time clerical positions are assigned to Administration	-1,000

CHIEF'S OFFICE

This activity administers the Department. Functions include planning, policy development, public relations, and liaison with the community and with other law enforcement agencies. It comprises the Chief, immediate staff, and the Deputy Chiefs who administer the three bureaus.

INSPECTIONAL SERVICES

This activity provides general staff support to the Chief's Office and manages the Research and Evaluation and Professional Standards sections. It also coordinates Department response to community events such as parades, festivals, and sporting events.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
WORKLOAD				
Special events covered	468	476	460	484

**POLICE DEPARTMENT
OFFICE OF THE CHIEF**

RESEARCH & EVALUATION

This activity conducts management analysis and research in support of Departmental operations. It monitors compliance with standards established by state and national accreditation agencies and assists in conduct of on-site evaluations. It controls and updates the Department's general, administrative, and personnel orders, and prepares the Department's annual report. Activity personnel research and write grant applications, maintain liaison with Federal and State agencies, and submit grant-related operational and financial reports. The information systems unit designs, installs, and maintains the Department's central and networked computer systems, enters data from field reports, and prepares statistical analyses.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Office automation "Help Desk" requests	1,823	2,400	2,800	3,200
WORKLOAD				
General/administrative orders issued	11	25	18	18
Inspectional reports prepared	212	212	212	212
Grant proposals prepared	15	16	20	22
Grants administered	36	34	37	38
EFFICIENCY				
Average backlog, crime report data entry (days)	13	22	5	10

PROFESSIONAL STANDARDS

This unit investigates police vehicle accidents and allegations of police misconduct. It provides staff support for the civilian complaint review and internal disciplinary processes.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Incident reviews initiated	75	80	90	80
Civil suit investigations requested	139	130	120	130
Fleet vehicle accidents	115	120	130	120
Subject resistance reports for review	698	640	690	630
Investigations requested	139	140	N/A	140
WORKLOAD				
Incident reviews completed	75	80	90	80
Civil suit investigations completed	139	130	120	130
Accident reports completed	115	120	130	120
Subject resistance reports reviewed	698	640	690	630
Investigations conducted	128	100	N/A	130

N/A - Not Applicable

DISABLED

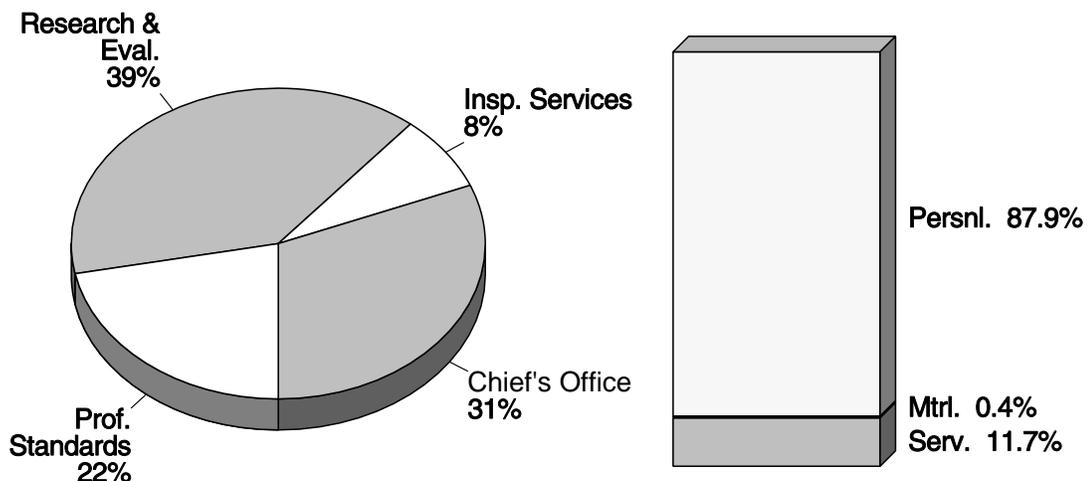
This activity aggregates the salary costs of sworn personnel who are on long term disability and unable to report for duty. Personnel assigned to this activity are monitored by staff of the Professional Standards Section.

POLICE DEPARTMENT
OFFICE OF THE CHIEF
EXPENDITURE SUMMARY

	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Appropriation by Major Object				
Personnel Expenses	4,319,850	2,984,400	2,913,900	2,822,800
Materials & Supplies	555,593	12,000	13,100	13,100
Services	1,491,667	361,600	437,300	375,900
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	6,367,110	3,358,000	3,364,300	3,211,800

Appropriation by Activity				
Chief's Office	939,319	988,600	1,002,600	1,005,500
Inspectional Services	0	353,900	236,200	242,700
Research and Evaluation	1,489,513	1,220,000	1,356,000	1,246,300
Professional Standards	761,853	658,800	769,500	717,300
Professional Development	1,683,027	0	0	0
Budget and Personnel	1,344,822	0	0	0
Disabled	<u>148,576</u>	<u>136,700</u>	<u>0</u>	<u>0</u>
Total	6,367,110	3,358,000	3,364,300	3,211,800

Employee Years by Activity				
Chief's Office	12.0	12.9	13.0	13.0
Inspectional Services	0.0	4.5	3.0	3.1
Research and Evaluation	24.0	22.7	24.1	24.2
Professional Standards	10.9	9.2	11.1	10.1
Professional Development	25.5	0.0	0.0	0.0
Budget and Personnel	6.4	0.0	0.0	0.0
Disabled	<u>3.1</u>	<u>2.7</u>	<u>0.0</u>	<u>0.0</u>
Total	81.9	52.0	51.2	50.4



POLICE DEPARTMENT
OFFICE OF THE CHIEF
PERSONNEL SUMMARY

FULL TIME POSITIONS				Chief's Office	Inspectional Services	Research & Evaluation	Professional Standards
Br.	Title	Budget 2000-01	Proposed 2001-02				
36	Chief of Police	1	1	1			
35	Deputy Chief of Police	3	0				
34	Police Commander	1	0				
97	Deputy Chief of Police	0	3	3			
96	Police Commander	0	1		1		
95	Police Captain	1	1			1	
94	Police Lieutenant	5	4	1	1	1	1
92	Police Sergeant	9	8	2		1	5
90B	Police Officer (Investigator)	2	2	2			
90	Police Officer	6	5	1	1	2	1
26	Systems Analyst	1	1			1	
25	Programmer Analyst	2	2			2	
24	Grants Specialist	0	1			1	
24	Police Program Grants Specialist	1	1			1	
20	Administrative Analyst	1	0				
20	Executive Assistant	1	1			1	
20	Police Stenographer	2	2				2
17	Office Automation Specialist	2	2			2	
16	Secretary to the Chief	1	1	1			
16	Administrative Assistant	1	1	1			
12	Computer Operator	1	1			1	
11	Secretary	1	1			1	
11	Clerk I	1	1				1
9	Clerk II with Typing	1	1			1	
9	Clerk II	1	1			1	
7	Clerk III with Typing	1	2	1		1	
3	Clerk Typist	3	3			3	
EMPLOYEE YEARS							
Full Time		49.0	47.0	13.0	3.0	21.0	10.0
Overtime		0.1	0.2	0.0	0.1	0.0	0.1
Part Time, Temporary, Seasonal		2.4	3.5	0.0	0.0	3.5	0.0
Less: Vacancy Allowance		<u>0.3</u>	<u>0.3</u>	<u>0.0</u>	<u>0.0</u>	<u>0.3</u>	<u>0.0</u>
Total		51.2	50.4	13.0	3.1	24.2	10.1

POLICE DEPARTMENT
UNIFORMED OPERATIONS

The Uniformed Operations Bureau conducts preventive patrol, responds to calls for police service, arrests offenders, and works with neighborhoods to develop crime prevention programs addressing specific community needs. It enforces parking, truancy, and traffic regulations, assigns School Resource Officers to City middle and high schools, and provides a uniformed police presence in NET offices.

Program Change

The Youth Services unit, formerly in the Patrol Division, is relocated to the Special Operations Section, resulting in reassignment of one Lieutenant and four Police Officers within the Bureau.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Complete deployment of twenty-four additional sworn personnel to City schools under the "COPS In Schools" Federal grant program	First Quarter
Upgrade Police And Citizens-Together Against Crime (PAC-TAC) volunteer citizen patrol program, including revising volunteer manual and providing additional training	Second Quarter
Begin installation of "lap-top" computers in patrol vehicles, permitting automated filing of reports	Fourth Quarter
Complete consultant study of Patrol Division, including section and car beat boundaries, review recommendations, and begin implementation	Fourth Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	34,384,700	34,448,100	63,400
Employee Years	572.2	598.4	26.2

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
87,900	32,500	10,700	-21,500	-1,400	-44,800	63,400

Major Change

Overtime is reduced	-115,000
One-time equipment and service costs related to state grant programs are eliminated	-94,500
A position of Lieutenant, transferred from the Chief's Office/Research & Evaluation, assumes the relief Staff Duty Officer assignment	69,100
A Sergeant is assigned to Patrol from the Chief's Office, Professional Standards Section	61,100
The Maplewood Drive facility is reactivated for use by the Special Operations Section	25,900
Service appropriations increase, including equipment maintenance, special squads training, and crossing guard support	8,600

**POLICE DEPARTMENT
UNIFORMED OPERATIONS**

COMMAND

This activity manages Patrol and Special Operations, and responds to the scene of all major incidents. It conducts periodic reviews of patrol and investigative activities, including regularly scheduled "Crimestat" analyses of crime patterns and response strategies. It includes the Staff Duty Officers who supervise Departmental field operations on nights and weekends.

PATROL DIVISION

This activity provides preventive patrol and responds to calls for service in Rochester's neighborhoods. It conducts preliminary and follow-up investigations of reported offenses. In cooperation with neighborhood Police-Citizen Interaction Committees (PCIC), activity supervisors design and develop targeted crime prevention and response programs, including the assignment of sworn personnel to each of the Neighborhood Empowerment Team (NET) offices. School Resource Officers are provided at City middle and high schools during the school year.

This division includes seven sectors covering the City; the Downtown Section is responsible for the Center City, while the other six sections provide services to residents and businesses in designated geographic areas. Each section assigns sworn personnel to the NET offices located within its boundaries, and administers the Police And Citizens-Together Against Crime (PAC-TAC) program of volunteer citizen patrols.

<u>Patrol Section</u>	<u>Headquarters Location</u>
Lake	1495 Lake Avenue
Downtown	107-115 Liberty Pole Way
Maple	261 Child Street
Genesee	849 West Main Street
Highland	714-730 University Avenue
Goodman	262 Waring Road
Clinton	275 Upper Falls Blvd.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Calls for service (all units):				
● Priority I	238,151	232,220	227,816	228,500
● Priority II	<u>205,156</u>	<u>202,431</u>	<u>205,236</u>	<u>200,500</u>
Total	443,307	434,651	433,052	429,000
Reported crimes:				
● Part I	16,790	17,332	14,432	16,732
● Part II	<u>23,908</u>	<u>23,199</u>	<u>22,236</u>	<u>22,236</u>
Total	40,698	40,531	36,668	38,968
Reported violent events	1,117	1,191	1,117	1,150

WORKLOAD

Investigations conducted:				
● Field & Closed	24,280	22,409	21,588	23,000
● Office	16,405	17,053	12,894	15,750
Uniform traffic summonses issued	39,699	34,718	48,000	38,000
Parking citations issued	114,440	116,350	116,600	116,700
Field information forms completed	24,750	23,103	27,880	21,930
Events (total units responding to calls)	714,139	701,128	703,290	696,128
Foot and bicycle patrol hours	37,171	36,533	37,500	38,500
Community meetings conducted	2,730	2,350	3,250	2,750

**POLICE DEPARTMENT
UNIFORMED OPERATIONS**

9-11

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
EFFICIENCY				
Workload per officer*:				
● Calls for service	1,051	1,029	1,028	1,017
● Reported crimes (Parts I and II)	98	98	86	92
● Arrests	55	57	58	56
Percentage of crimes cleared (%)	44%	47%	49%	49%
RESULTS				
Crimes cleared	22,820	22,505	17,879	23,250

*Reflects activities of 422 budgeted sworn personnel responding to service calls, either as first responders or investigators. Current and prior year indicators have been adjusted to reflect an equivalent denominator.

Definitions:

Priority I: Immediate emergency response

Priority II: Non-emergency response (e.g. reports, special attention, etc.)

Part I: Criminal homicide, forcible rape, robbery, assault, burglary, larceny, motor vehicle theft, arson

Part II: Kidnaping, controlled substances sale, manufacture, possession and use, dangerous weapons, bribery, sex offenses, extortion, forgery, counterfeiting, prostitution, vice, stolen property, coercion, criminal mischief, fraud, gambling, embezzlement, simple assault, offenses against family, driving under influence, unauthorized vehicle use, possession of burglar tools, liquor law violations, disorderly conduct, public drug intoxication, loitering

SPECIAL OPERATIONS

This activity comprises a variety of units providing specialized field support services. The Tactical Unit details patrol and investigative personnel in support of sector patrol, responding to crime patterns and special needs. Canine Unit teams track suspects and missing persons, and detect narcotics and explosives. The Mounted Patrol provides highly visible patrol and crowd control presence downtown, at special events, and in the event of disturbance or disorder. The Traffic Enforcement Unit enforces vehicle and parking regulations, and coordinates the School Traffic Officer program covering 118 pedestrian crossings near City public and private schools. Special Operations personnel manage programs to reduce intoxicated driving, and to combat alcohol and tobacco sales to minors. The Youth Services Unit, formerly shown in the Patrol Division, responds to school truancy and works with the Probation Department and other agencies to counter youth crime and violence. The Special Operations activity contains equipment and training funds for the Department's specialized response teams: the Emergency Task Force, the SCUBA and Bomb Squads, the Mobile Field Force and the Crisis Negotiation Team.

The Special Operations Section is housed in the former Lake Section office on Maplewood Drive; Mounted Patrol facilities are located at 184 Verona Street.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Canine unit assignments	6,371	7,144	6,500	7,144
Tactical details scheduled	**	140	130	130
Registered motor vehicles (county) (est.)	450,400	548,400	450,400	540,000
Licensed drivers (county) (est.)	500,000	500,000	500,000	500,000
Reported motor vehicle accidents in City (est.)	6,200	6,500	6,500	6,500
Mounted Patrol details assigned	450	450	964	450
Mounted Patrol service calls	520	520	1,000	520
Mounted Patrol special service requests	975	900	1,780	900

**POLICE DEPARTMENT
UNIFORMED OPERATIONS**

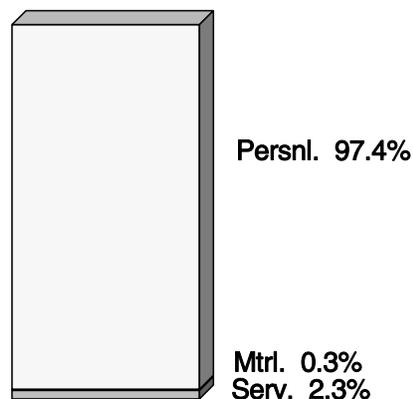
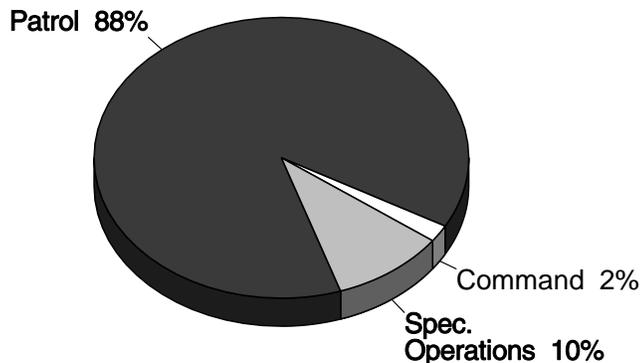
Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
WORKLOAD				
Canine searches conducted	1,395	1,878	1,800	1,878
Tactical details conducted	**	140	130	130
Ceremonial details conducted	**	50	40	40
Traffic summonses issued:				
● All units	39,699	34,718	45,000	38,000
● Traffic Enforcement	3,000	3,200	6,400	3,200
STOP-DWI details conducted	92	120	80	90
Special enforcement details conducted	**	100	200	100
Mounted Patrol hours	6,750	6,750	13,650	7,250
Special squad activations:				
● Emergency Task Force	12	14	14	14
● Bomb Squad	167	170	175	175
● SCUBA Squad	5	5	9	9
● Crisis Negotiation Team	12	12	12	12
● Mobile Field Force	1	1	3	3
Truancy contacts	1,257	1,342	1,900	1,500
School mediations	1,997	2,214	2,500	2,500
Joint police-probation visits	1,906	2,196	1,500	2,200
RESULTS				
Arrests made:				
● Canine unit	238	330	350	350
● Tactical unit	**	300	300	300
● DWI arrests (all Patrol units)	966	1,050	1,000	1,000
● Mounted Patrol unit	20	25	45	22
Youth diverted	842	760	900	900
Juvenile arrests	1,403	1,488	1,500	1,500

** - Not Available

POLICE DEPARTMENT
UNIFORMED OPERATIONS
EXPENDITURE SUMMARY

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	31,279,826	32,209,400	33,468,200	33,572,900
Materials & Supplies	70,248	82,500	144,500	94,700
Services	1,570,621	782,000	772,000	780,500
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	32,920,695	33,073,900	34,384,700	34,448,100
Appropriation by Activity				
Command	582,001	642,800	462,900	504,300
Patrol Division (Section Patrol)	28,003,867	28,828,400	30,086,000	30,337,900
Special Operations	3,459,403	3,602,700	3,835,800	3,605,900
Animal Control	<u>875,424</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	32,920,695	33,073,900	34,384,700	34,448,100
Employee Years by Activity				
Command	7.9	9.1	5.9	6.9
Patrol Division (Section Patrol)	488.5	487.4	509.5	504.0
Special Operations	<u>71.2</u>	<u>62.7</u>	<u>56.8</u>	<u>87.5</u>
Total	567.6	559.2	572.2	598.4



**POLICE DEPARTMENT
UNIFORMED OPERATIONS
PERSONNEL SUMMARY**

FULL TIME POSITIONS				Command	Patrol Division	Special Operations
Br.	Title	Budget 2000-01	Proposed 2001-02			
34	Police Commander	1	0			
96	Police Commander	0	1	1		
95	Police Captain	10	10	2	7	1
94	Police Lieutenant	29	30	1	28	1
92	Police Sergeant	52	53	1	49	3
90B	Police Officer (Investigator)	38	38		38	
90	Police Officer	402	402	1	369	32
11	Secretary	1	1	1		
10	Parking Monitor	10	10			10
9	Clerk II	1	1			1
7	Clerk III with Typing	7	7		7	
EMPLOYEE YEARS						
Full Time		551.0	553.0	7.0	498.0	48.0
Overtime		18.9	20.6	0.0	15.0	5.6
Part Time, Temporary, Seasonal		13.8	40.8	0.0	1.0	39.8
Less: Vacancy Allowance		<u>11.5</u>	<u>16.0</u>	<u>0.1</u>	<u>10.0</u>	<u>5.9</u>
Total		572.2	598.4	6.9	504.0	87.5

The following full time positions are included in the budget of the Police Department, Patrol Division but are assigned to NET offices and are shown here for reference only.

Br.	Title	Budget 2000-01	Proposed 2001-02
94	Police Lieutenant	10	10
90	Police Officer	22	22
EMPLOYEE YEARS			
Full Time		32.0	32.0
Overtime		0.4	0.4
Part Time, Temporary, Seasonal		0.0	0.0
Less: Vacancy Allowance		<u>0.0</u>	<u>0.6</u>
Total		32.4	31.8

**POLICE DEPARTMENT
INVESTIGATIONS BUREAU**

9-15

This Bureau investigates major crimes and provides investigative support to the Uniformed Operations Bureau. Specialized units respond to homicide and serious assault, forgery and fraud, arson, and serious motor vehicle accidents. Bureau personnel administer a variety of licenses, and provide family crisis intervention and victim assistance services. The Special Investigation Section conducts narcotics, gambling, and organized crime investigations. The bureau also supports field personnel through crime scene evidence collection, crime pattern analysis, and preparation of court documents.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Conduct analysis of investigative functions, and provide enhanced investigative training to field personnel	Fourth Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	8,809,700	8,786,500	-23,200
Employee Years	153.2	154.9	1.7

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
49,300	1,200	0	-15,600	9,200	-67,300	-23,200

Major Change

One-time expenditures related to grants administered by the Special Investigation Section, for overtime, vehicle rental, surveillance equipment, training, professional fees, and communications, are eliminated	-217,600
Staff of the Special Investigation Section assigned to the joint City-County Monroe/Rochester Narcotics Unit (MRNU) increases by two Police Officer positions reassigned from the Administration Bureau, and by a Clerk II position added during 2000-01	136,600
Two Police Officer positions are added to Investigative Services for enforcement of recent City licensing and regulatory ordinances; one transfers from the Administration Bureau, Professional Development Section, and the other is a new position	106,800
Expiration of grants in Family and Victim Services and Crime Analysis leads to abolishment of one full time and one part time temporary position, and related reductions in overtime and service costs	-83,300
A clerical position transfers from Investigative Services to the Administration Bureau, Technical Support Section	-27,700
A part time clerical position in the Special Investigation Section is abolished, due to expiration of a grant	-15,000
The appropriation for confidential evidence purchases in the Special Investigation Section increases based on projected need	13,600
Funds are added for increased investigative testing, and for lease of identity tracking software	12,700
Extension of the Juvenile Justice Accountability Incentive Block Grant results in reclassification of a temporary Victim Assistance Counselor position in Family and Victim Services to a permanent position	6,600

**POLICE DEPARTMENT
INVESTIGATIONS BUREAU**

COMMAND

The Command activity supervises all Bureau operations, other than the Special Investigation Section.

HOMICIDE

This activity investigates homicides, suspicious or unexplained deaths, and crimes involving serious physical injury where death may occur. It also investigates all incidents where Department officers fire their weapons in performance of duty.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Investigations required	76	70	67	67
WORKLOAD				
Investigations conducted				
• Current cases	76	70	67	67
• "Cold" cases	72	72	72	50
RESULTS				
Current and "Cold" cases cleared	34	40	42	42

INVESTIGATIVE SERVICES

This activity coordinates investigations of arson, forgery, fraud, and serious vehicle accidents, coordinating the efforts of activity personnel with patrol section investigators. It issues a variety of permits and licenses and conducts related investigations and hearings. The activity receives missing persons reports, and coordinates reporting and investigating these incidents. Activity personnel participate in the Impact Team, a joint response to family violence involving personnel from the Monroe County Sheriff's Department, Child Protective Services, the District Attorney, the City School District, and Strong Hospital.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Check and fraud cases assigned	463	500	500	500
Reported child abuse offenses	347	400	400	400
Reported traffic accidents:				
• Fatal	30	40	45	42
• Hit and run non-fatal	2,765	2,810	2,650	2,800
• RPD fleet vehicles*	7	8	8	7
Missing persons reported	1,969	2,000	2,000	2,000
Applications received:				
• Alarm permits (est.)	13,000	14,000	14,000	14,000
• Licenses (est.)	3,000	5,000	5,000	5,000
WORKLOAD				
Investigations conducted:				
• Checks/Frauds	463	500	550	500
• Accidents	905	900	1,000	1,000
• Arson	78	100	110	100
License applicants investigated (est.)	3,000	5,000	5,000	5,000
Alarm permits processed (est.)	13,000	14,000	14,000	14,000
Handicapped permits processed (est.)	3,000	4,000	4,000	4,000

POLICE DEPARTMENT
INVESTIGATIONS BUREAU

9-17

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
RESULTS				
Arrests				
●Forgery & Fraud	177	250	300	250
●Child Abuse	168	170	140	170
●Arson	28	30	30	30

*This activity investigates fleet vehicle accidents involving death or serious injury, major property damage, or extensive potential City liability.

FAMILY & VICTIM SERVICES

This activity provides direct public services through the Family Crisis Intervention Team (FACIT), which assists patrol officers responding to reported family disputes, and the Victim Assistance Unit (VAU), which counsels crime victims and assists them in dealing with the justice system. Unit staff also coordinate the "Restorative Justice" project under the Juvenile Justice Accountability Initiatives Block Grant. Unit costs are partially underwritten by the New York State Crime Victims Board.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
FACIT requests	4,495	4,820	4,632	4,850
WORKLOAD				
FACIT responses	4,495	4,820	4,632	4,850
Victim assistance contacts	4,829	4,684	4,800	4,800
Crime seminars	323	330	360	360

CRIME ANALYSIS

This activity compiles and analyzes investigative data from field interview forms and reports. The data are used to identify crime patterns and possible suspects, and to develop overall crime-specific strategies for patrol officers and investigators. The activity provides paralegal services in preparation of investigative packages for processing by prosecutors and the courts. Staff meet regularly with investigative coordinators from patrol sections to share information and improve case management. This activity also manages stolen vehicle investigations.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Investigative packages for review	2,280	2,400	2,400	2,400
WORKLOAD				
Part I crimes monitored	16,790	17,332	16,000	16,732
Investigative packages reviewed	2,280	2,400	2,400	2,400
Intake warrant packages prepared	3,494	3,500	3,300	3,550

Part I - Criminal homicide, forcible rape, robbery, assault, burglary, larceny, motor vehicle theft, arson

**POLICE DEPARTMENT
INVESTIGATIONS BUREAU**

TECHNICIANS UNIT

The Technicians Unit obtains evidence from crime scenes and performs evidentiary analyses to identify and convict criminals. Activity personnel utilize photographic and laboratory facilities, as well as inter-agency information networks, to assist investigators in clearing crimes and identifying suspects.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Crime scene assignments	9,043	9,000	9,000	9,000
WORKLOAD				
Fingerprint tests performed (est.)	13,000	12,500	12,500	12,500
Serious incidents processed	42	50	50	50
State Automated Fingerprint Identification System (SAFIS) inquiries	359	360	600	600
RESULTS				
Identifications made through fingerprints	420	400	400	400
SAFIS identifications				
• Criminal	109	100	N/A	100
• Non-criminal	28	25	N/A	25

N/A - Not Applicable

SPECIAL INVESTIGATIONS

The Special Investigations Section investigates illegal drug activities, vice (particularly organized prostitution, pornography, and gambling), illegal weapons trafficking, and organized crime. This activity provides surveillance and intelligence services in support of investigations by this Department and other law enforcement agencies. Activity personnel work in centrally-managed teams, in field units directed by Patrol Division command, and in joint task forces with Federal, State and local law enforcement agencies.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Investigations requested and opened:				
• Narcotics*	2,352	2,500	2,100	2,500
• Intelligence	59	75	180	75
WORKLOAD				
Search warrants executed	661	600	500	600
Cases closed:				
• Narcotics	2,341	2,500	2,100	2,500
• Intelligence	49	75	180	75
Interdiction details	5	15	N/A	15

POLICE DEPARTMENT
INVESTIGATIONS BUREAU

9-19

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
RESULTS				
Arrests	1,677	1,700	1,700	1,700
Total charges	3,428	3,500	3,200	3,500
Drugs seized:				
● Cocaine (kilograms)	49.0	12.0	15.0	12.0
● Heroin (grams)	50.2	26.0	20.0	26.0
● Marijuana (kilograms)	31.7	20.0	20.0	20.0
Weapons seized:				
● Handguns	55	50	60	50
● Shotguns and rifles	54	56	62	56
Vehicles seized	39	22	20	22

N/A - Not Applicable

*Demand indicator reflects only those narcotics complaints referred to Special Investigations; other complaints are referred to patrol sections and NET offices.

**POLICE DEPARTMENT
INVESTIGATIONS BUREAU
EXPENDITURE SUMMARY**

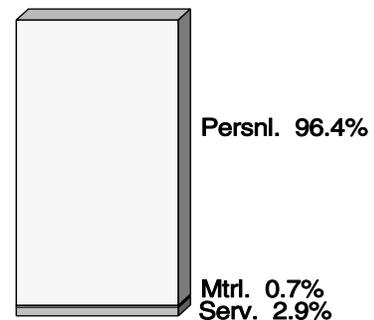
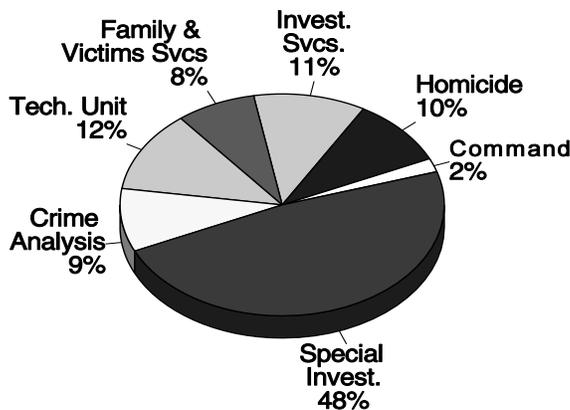
	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Amended 2000-01</u>	<u>Proposed 2001-02</u>
Appropriation by Major Object				
Personnel Expenses	8,060,531	8,436,600	8,306,400	8,467,500
Materials & Supplies	63,486	97,600	98,200	65,700
Services	376,963	346,000	405,100	253,300
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	8,500,980	8,880,200	8,809,700	8,786,500

Appropriation by Activity

Command	138,776	169,800	131,600	210,000
Homicide	815,533	947,000	851,400	864,000
Investigative Services	747,917	749,000	898,700	991,800
Family & Victims Services	795,026	909,800	681,500	681,800
Crime Analysis	809,986	724,900	892,900	767,400
Technicians Unit	995,130	1,013,600	1,022,800	1,030,300
Special Investigations	<u>4,198,612</u>	<u>4,366,100</u>	<u>4,330,800</u>	<u>4,241,200</u>
Total	8,500,980	8,880,200	8,809,700	8,786,500

Employee Years by Activity

Command	2.0	1.9	2.0	3.0
Homicide	12.4	11.5	12.7	12.8
Investigative Services	14.7	15.5	17.3	18.3
Family & Victims Services	18.7	19.5	19.4	19.0
Crime Analysis	17.0	18.2	19.0	16.8
Technicians Unit	18.7	18.9	18.3	18.2
Special Investigations	<u>69.1</u>	<u>69.3</u>	<u>64.5</u>	<u>66.8</u>
Total	152.6	154.8	153.2	154.9



POLICE DEPARTMENT
 INVESTIGATIONS BUREAU
 PERSONNEL SUMMARY

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FULL TIME POSITIONS				Command	Homicide	Investigative Services	Family & Victim Services	Crime Analysis	Technicians Unit	Special Investigations
Br.	Title	Budget 2000-01	Proposed 2001-02							
95	Police Captain	2	2	1						1
94	Police Lieutenant	4	4	1	1					2
92	Police Sergeant	15	15		2	2		1	1	9
90B	Police Officer (Investigator)	21	21		9	6		2	1	3
90	Police Officer	64	68			5		5	13	45
22	Police Program Coordinator	1	1				1			
20	Victim Services Coordinator	1	1				1			
20	Youth Services Specialist	1	1				1			
20	Executive Assistant	1	1			1				
18	Counseling Specialist	7	7				7			
16	Police Evidence Technician	3	3						3	
14	Police Paralegal	5	5					5		
14	Police Paralegal Bilingual	1	1					1		
14	Victims Assistance Counselor	4	5				5			
11	Clerk I	1	1	1						
11	Secretary	1	1							1
9	Clerk II	4	5			2		1		2
7	Clerk III with Typing	6	4			1	1	1		1
3	Clerk Typist	2	2			1		1		
EMPLOYEE YEARS										
Full Time		144.0	148.0	3.0	12.0	18.0	16.0	17.0	18.0	64.0
Overtime		6.9	6.4	0.0	1.0	0.3	0.3	0.1	0.6	4.1
Part Time, Temporary, Seasonal		5.0	3.3	0.0	0.0	0.3	3.0	0.0	0.0	0.0
Less: Vacancy Allowance		<u>2.7</u>	<u>2.8</u>	<u>0.0</u>	<u>0.2</u>	<u>0.3</u>	<u>0.3</u>	<u>0.3</u>	<u>0.4</u>	<u>1.3</u>
Total		153.2	154.9	3.0	12.8	18.3	19.0	16.8	18.2	66.8

**POLICE DEPARTMENT
ADMINISTRATION BUREAU**

The Administration Bureau provides administrative support to the Department in carrying out its mission. Bureau functions include maintenance of central records, personnel and budget administration, fleet management, central stores operation, and employee recruitment and training. Property clerk and auto pound staff receive, safeguard and dispose of recovered property and impounded vehicles. The Animal Services activity enforces animal control laws, and maintains a shelter for impounded animals. The Bureau operates a photo processing lab serving other City and regional agencies, as well as the Department. At the Headquarters Desk, Bureau personnel conduct record checks, receive complaints and warrant requests, print court dockets, provide fingerprinting services, access and supply copies of public records, and answer inquiries regarding police and court activities. The Call Reduction unit operates the new 3-1-1 non-emergency phone facility, as well as several specific informational "hot lines," and prepares Tele-Serve police reports, reducing workload on field personnel.

Program Change

Expansion of staff in the Call Reduction Unit of the Technical Support activity, to administer the 3-1-1 system, began during 2000-01, and continues in this budget. Fifteen positions of Police Officer are assigned to Call Reduction, an increase of nine over 2000-01. Of this increase, all but one position have been reassigned within the Administration Bureau: three from the Headquarters and Records Unit, and five from the Professional Standards Section. The ninth position has transferred from the Office of the Chief, Research and Evaluation Section. In addition, forty part-time positions of Public Safety Aide are budgeted, with grant funding from the Federal Department of Justice. Sworn supervisors assigned to Technical Support manage the 3-1-1 staff, as well as the other components of this activity. The objective of the "alternative call response" initiative is to divert non-emergency calls from field units, providing direct, responsive service without the need to dispatch a patrol car unnecessarily. With the completion of the first year of 3-1-1 service, Department staff will begin evaluation of the program's impact and success.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Complete implementation and staffing and conduct preliminary evaluation of 3-1-1 alternative call response program	Third Quarter
Administer relocation to new Public Safety Building	Fourth Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	9,479,200	9,688,500	209,300
Employee Years	139.4	154.1	14.7

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
360,100	29,600	-194,200	0	-14,200	28,000	209,300

Major Change

Three positions of Police Officer transfer from the Professional Development Section to the Investigations Bureau; two to the Special Investigation Section, and one to the Investigative Services unit	-160,200
Four positions are added to the Animal Services activity, to provide expanded patrol hours, better supervision, enforcement of new City ordinances, and improved public service	106,200
A position of Police Officer is transferred from the Office of the Chief, Research and Evaluation to the Call Reduction Unit of Technical Support	53,400
A clerical position is reassigned from the Investigations Bureau, Investigative Services Unit, to Technical Support	27,700
Supply and services costs are reduced in the Technical Support and Budget and Personnel activities	-20,200
Non-personnel Animal Services appropriations are reduced based upon projected need	-20,000
Mobile and non-Centrex telephone charges increase based on projected need	16,000
Increasing use of contractual towing to remove abandoned or illegal vehicles leads to an increase in professional fees appropriations in Technical Support	16,000
Anticipated increases in pre-employment testing for Police Officer candidates produce an increase in Professional Development contractual payments	8,100
A clerical position transfers to the Office of the Chief, Research and Evaluation Section, and two part time clerical positions are assigned to Technical Support	1,000

TECHNICAL SUPPORT

This activity comprises a variety of functions relating to resource and records management. Included are the property room and the auto pound, which receive evidentiary items, recovered property, and impounded vehicles; these are stored, accessed as needed, and returned to their owners, auctioned, or otherwise disposed of. Firearms received are examined by a sworn specialist. Fleet management services include purchase, assignment and evaluation of Departmental motor equipment, in cooperation with the repair facilities of the Department of Environmental Services. The Quartermaster maintains inventories of uniforms, equipment and supplies, and coordinates purchase and issuance. The Headquarters and Records unit houses criminal and accident records, and conducts manual and automated record and warrant checks, using both local files and the state-wide New York State Police Information Network (NYSPIN) system. It also provides central duplication services, responds to walk-up complaints and information requests, and issues copies of reports as legally required. The Photo Lab processes photographs for evidentiary and identification purposes. The Call Reduction Unit takes police reports over the phone, using the new 3-1-1 non-emergency response number, and administers "hot lines" to receive citizen information. The Identification Unit takes fingerprints and maintains manual and automated photograph and fingerprint files.

Program Change

The Security activity of the Department of Environmental Services, Office of the Commissioner, has assumed responsibility for third platoon coverage of the auto pound. As a result, a position of Lot Attendant is abolished. The Technical Support activity includes funds to pay for DES coverage; no budget impact is anticipated. Internal use of fingerprint cards will be phased out do to availability of electronic "live scan" process.

**POLICE DEPARTMENT
ADMINISTRATION BUREAU**

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Property lots acquired	14,715	15,000	14,700	15,000
Vehicles impounded	9,433	9,800	9,500	9,900
Firearms referred for investigation	966	1,000	1,300	1,000
Information requests received	342,771	335,000	300,000	350,000
Accident reports submitted	10,107	10,000	13,000	13,000
Subpoena requests	**	6,500	13,000	6,500
Warrants referred for service	9,892	8,000	9,000	9,000
Requests for service:				
● Tele-Serve	16,195	30,000	15,000	16,167
● Call reduction	1,241	1,700	3,000	3,000
● Drug and gun hotlines	1,940	2,900	2,500	2,500
Rolls of film submitted for processing	11,283	10,800	13,685	11,000
Fingerprint cards received	**	13,000	14,750	N/A
Fingerprinting requests	2,472	2,300	3,300	3,300
Freedom of Information Law (FOIL) requests	460	600	580	580
WORKLOAD				
Property lots disposed	9,123	9,300	9,000	9,300
Auctions conducted:				
● Automobiles	26	26	26	26
● Other property	3	3	3	3
Vehicles disposed of:				
● Released to owner	6,149	6,500	6,700	6,700
● Sold at auction	2,233	1,900	2,200	1,900
● Sold for salvage	1,051	1,400	600	1,400
Firearms disposed of:				
● Released to owner	350	400	400	400
● Destroyed	229	500	600	600
Arrest reports entered	51,186	50,000	38,000	38,000
Dispositions posted	35,964	35,000	40,000	36,000
Bail postings accepted	4,409	5,000	6,000	5,000
Records sealed	6,618	7,000	8,500	6,500
Uniform Traffic Summons processed	39,699	35,000	48,500	40,000
Subpoenas processed	**	6,500	13,300	6,500
Warrant letters sent	7,710	6,000	7,000	7,000
Court notifications processed	188	200	350	350
Reports written:				
● Tele-Serve	8,585	16,000	14,000	14,000
● Call reduction	292	500	700	700
● Drug and gun hotlines	1,940	2,900	2,500	2,500
Photo prints processed:				
● City departments	110,576	128,094	118,305	134,500
● Non-City agencies	38,708	28,400	49,446	34,840
● Mug shots printed	489	335	600	250

POLICE DEPARTMENT
ADMINISTRATION BUREAU

9-25

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
Fingerprint cards processed:				
● Criminal records	**	13,000	14,750	N/A
● Pistol permits	1,410	1,000	2,000	1,000
● Job applicants, immigration, and other	865	900	1,300	1,300
● Parolees	1,150	1,100	1,350	1,350
● Deceased records	626	600	650	650
● Court prints	3,474	2,500	2,300	4,700
FOIL requests processed	460	600	580	580

N/A - Not Applicable

** -Not available

ANIMAL SERVICES

This activity responds to animal-related complaints, impounding unleashed or stray pets, issuing summonses for unlicensed dogs, and dealing with injured or dangerous animals. It makes unclaimed dogs and cats available for public adoption, in accordance with current City policies, and enforces laws against vicious dogs. The animal shelter, located at 184 Verona Street, provides housing and veterinary care for impounded animals; abandoned or injured animals are euthanized after a specified holding period. Activity personnel also assist Departmental patrol and investigative officers in dealing with situations involving animals.

Program Change

In order to provide expanded coverage hours, better supervision, and improved public service, three field positions and one animal care position are added to this activity for 2001-02.

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
DEMAND				
Service requests	N/A	20,000	25,000	25,000
WORKLOAD				
Dogs impounded	4,507	4,520	4,500	4,800
Cats impounded	2,299	2,800	2,300	2,800
Tickets issued	2,235	1,700	2,200	2,200
RESULTS				
Dogs redeemed and adopted	1,803	2,000	2,000	2,000
Dogs euthanized	2,616	2,400	2,500	2,800
Cats redeemed and adopted	498	460	600	600
Cats euthanized	1,761	2,600	1,700	2,500

N/A - Not Applicable

**POLICE DEPARTMENT
ADMINISTRATION BUREAU**

PROFESSIONAL DEVELOPMENT

This unit administers the department's training programs, including the recruit academy and in-service training. Activity staff manage indoor and outdoor firing ranges, and provide training in vehicle operation, non-lethal weapons, defensive tactics, crisis intervention, and investigative skills. The activity recruits applicants for the Police Officer examination, and coordinates physical and psychological testing of recruit candidates, as well as background investigations for recruits and other candidates for Department employment. In addition, Professional Development provides media production and graphic arts services, and designs career development training for supervisors and non-sworn personnel. The activity also coordinates the Department's volunteer and internship programs and a series of Citizens' Police Academies for community leaders.

Program Change

Federally-funded "COPS In Schools" Police Officers, added during 2000-01 and shown in this activity during their training period, are now shown in the Uniformed Operations Bureau. Police Officer positions have been transferred to their units of operational assignment.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Recruit training slots	42	30	25	25
Lateral transfers accepted	4	5	5	5
Personnel requiring in-service training:				
● Sworn	683	707	707	708
● Non-sworn	147	178	168	182
Applicants for Police Officer exam	2,695	1,487	2,500	2,000
WORKLOAD				
Training sessions held	787	700	250	700
Total attendees	4,030	4,000	3,500	4,000
In-service training hours	47,667	45,000	45,000	45,000
Counseling sessions - Officer Assistance Program	281	300	300	300
Background investigations conducted	192	300	150	200
RESULTS				
New officers trained:				
● Academy	32	72	40	30
● Field Training	32	72	40	30

BUDGET & PERSONNEL

This unit provides central financial and personnel management for the Department, including budget preparation, job classification, hiring and promotion, payroll, purchasing, contract administration, and maintenance of related records. It reviews all claims, requisitions and contracts, and purchases central supplies and services.

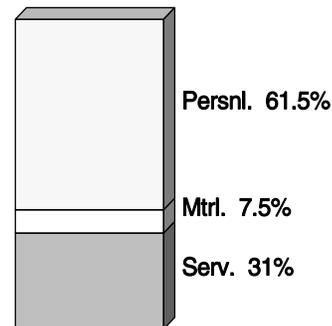
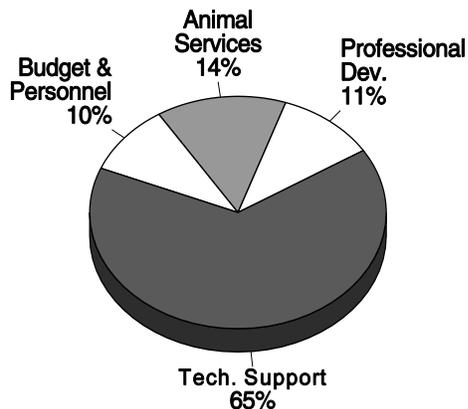
POLICE DEPARTMENT
ADMINISTRATION BUREAU
EXPENDITURE SUMMARY

9-27

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	3,139,897	6,266,500	5,596,000	5,967,700
Materials & Supplies	110,455	690,900	739,100	722,100
Services	2,233,091	2,912,000	3,144,100	2,998,700
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	5,483,443	9,869,400	9,479,200	9,688,500

Appropriation by Activity				
Technical Support	0	6,089,600	6,143,700	6,289,800
Animal Services	0	874,900	910,500	985,900
Professional Development	0	1,944,500	1,429,200	1,396,000
Budget & Personnel	0	960,400	995,800	1,016,800
Support Services	3,057,141	0	0	0
Technical Services	<u>2,426,302</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	5,483,443	9,869,400	9,479,200	9,688,500

Employee Years by Activity				
Technical Support	0.0	90.7	87.1	105.5
Animal Services	0.0	22.3	22.2	26.7
Professional Development	0.0	34.3	23.7	15.4
Budget & Personnel	0.0	6.3	6.4	6.5
Support Services	24.7	0.0	0.0	0.0
Technical Services	<u>60.3</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total	85.0	153.6	139.4	154.1



POLICE DEPARTMENT
ADMINISTRATION BUREAU
PERSONNEL SUMMARY

FULL TIME POSITIONS				Technical Support	Animal Services	Professional Development	Budget & Personnel
Br.	Title	Budget 2000-01	Proposed 2001-02				
95	Police Captain	1	1	1			
94	Police Lieutenant	2	2	1		1	
92	Police Sergeant	7	7	4		3	
90	Police Officer	31	29	24		5	
26	Associate Administrative Analyst	1	1				1
26	Director of Animal Services	1	1		1		
26	Manager of Police Property	1	1	1			
18	Supervisor of Animal Control	1	1		1		
16	Administrative Assistant	1	1				1
16	Animal Shelter Manager	1	1		1		
16	Senior Property Clerk	2	2	2			
16	Senior Property Clerk (55A)	1	1	1			
16	Supervisor Police Photo Lab	1	1	1			
15	Graphic Artist	1	1			1	
15	Volunteer Coordinator	1	1			1	
14	Assistant Supervisor of Animal Control	1	2		2		
12	Animal Control Officer	9	11		11		
11	Assistant Shelter Manager	1	1		1		
11	Police Identification Tech.-Trick	4	4	4			
11	Senior Photo Lab Technician	1	1	1			
11	Lead Police Information Clerk	3	3	3			
10	Sr. Finance Clerk	1	1				1
9	Clerk II	3	3	2			1
9	Clerk II with Typing	5	5	3		1	1
9	Lot Attendant	8	7	7			
9	Police Information Clerk	17	17	17			
9	Property Clerk-Trick	5	5	5			
8	Photo Lab Technician	1	1	1			
7	Clerk III with Typing	5	5	3		1	1
7	Clerk III	1	1	1			
3	Clerk Typist	6	6	4	1	1	
2	Animal Care Technician	7	8		8		
EMPLOYEE YEARS							
Full Time		131.0	132.0	86.0	26.0	14.0	6.0
Overtime		3.8	3.7	1.4	0.7	1.5	0.1
Part Time, Temporary, Seasonal		7.1	21.0	20.0	0.5	0.0	0.5
Less: Vacancy Allowance		<u>2.5</u>	<u>2.6</u>	<u>1.9</u>	<u>0.5</u>	<u>0.1</u>	<u>0.1</u>
Total		139.4	154.1	105.5	26.7	15.4	6.5

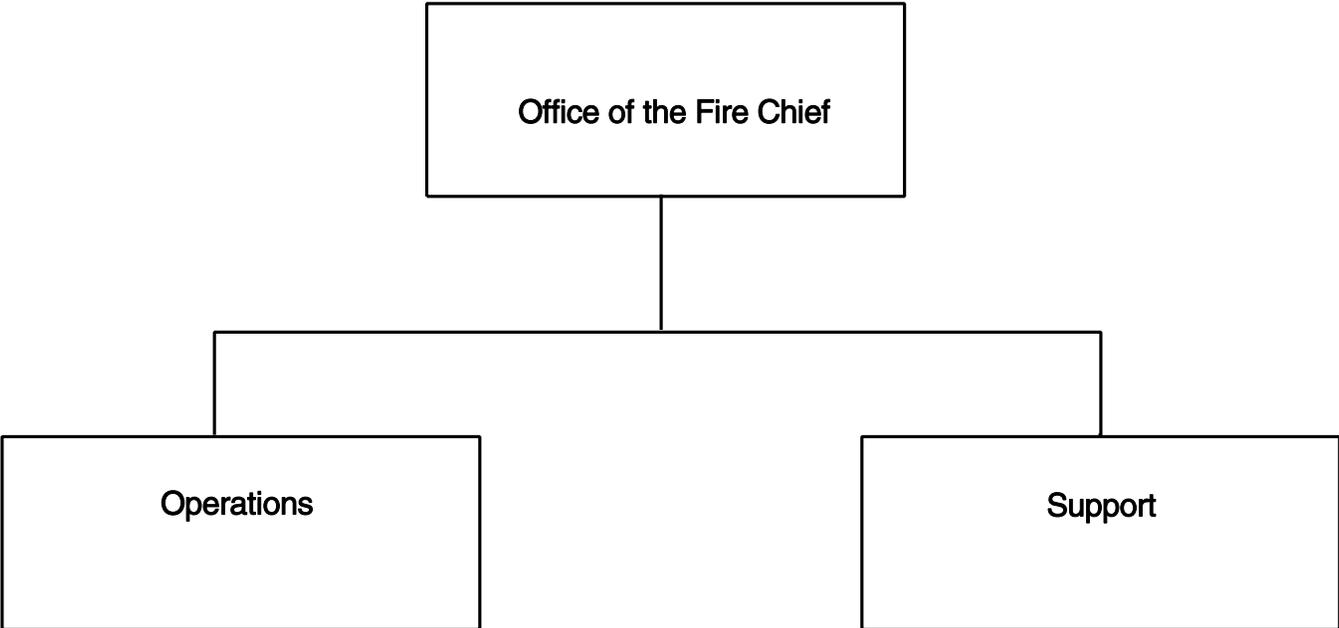
Purpose

The City of Rochester Fire Department is a public safety organization that provides rapid response services in the event of fire, medical emergencies, technical rescues, hazardous material incidents, and other threatening conditions that may occur within the community.

The Department enhances the quality of life and the safety of the citizens that it serves through public education and code compliance programs.

Organization

The Fire Department contains the Office of the Fire Chief, Operations, and Support.



FIRE DEPARTMENT

Highlights of the Department's 2001-02 work program are presented below. Additional information for each bureau is included in the sections that follow.

<u>Bureau</u>	<u>Highlights</u>	<u>Projected Completion</u>
Office of the Chief	Develop and implement a customer satisfaction survey	Third Quarter
Operations	Conduct Fire Safety House prevention programs for the community	Fourth Quarter
Support	Develop and implement Group Health & Safety Officer Program	First Quarter

Year-to-Year Comparison

	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>	<u>Change</u>	<u>Percent Change</u>
Office of the Fire Chief	1,251,000	1,295,100	44,100	3.5%
Operations	29,845,500	31,375,100	1,529,600	5.1%
Support	<u>2,285,700</u>	<u>3,217,300</u>	<u>931,600</u>	40.8%
Total	33,382,200	35,887,500	2,505,300	7.5%
Employee Years	579.4	584.7	5.3	0.9%

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
1,742,500	36,300	27,700	0	17,600	681,200	2,505,300

Major Change

The City's share of the Public Safety Training Facility (PSTF, the former Police/Fire Academy on Scottsville Road) operating expense increases, as PSTF-generated revenue is below expected levels	339,600
Four Lieutenant positions are added to Suppression to replace four Captains transferring to Support. The four Captains will serve as Group Health & Safety Officers in a new program increasing Firefighter accountability and emergency scene safety	252,200
Remainder of grant funding provided for completion of Metropolitan Medical Response System	160,000
One Firefighter position in Sick and Injured is abolished due to reduction in long-term sick and injured	-58,000
A position is added to Planning and Research to service information technology needs and assist in implementation of mandated National Fire Incident Reporting requirements	47,400

Assignment of Authorized Positions
1992-93 to 2001-02

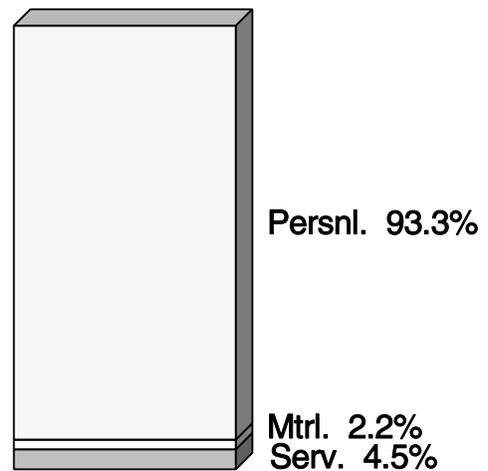
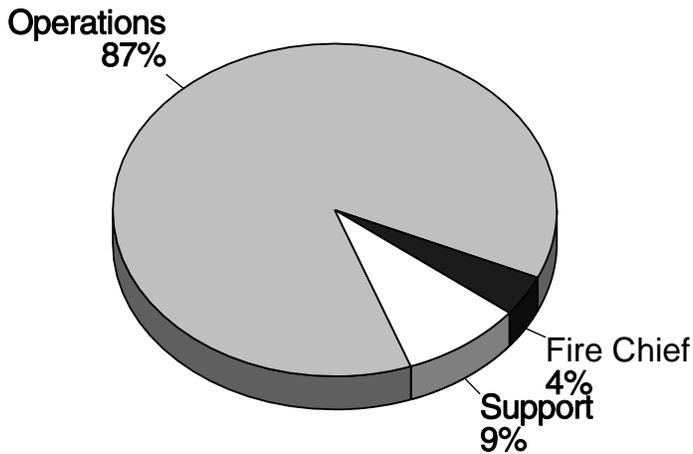
<u>Year</u>	<u>Office of the Chief & Support</u>			<u>Operations</u>			<u>Department</u>		
	<u>Uniform</u>	<u>Civilian</u>	<u>Total</u>	<u>Uniform</u>	<u>Civilian</u>	<u>Total</u>	<u>Uniform</u>	<u>Civilian</u>	<u>Total</u>
2001-02	31	22	53	504	7	511	535	29	564
2000-01	25	21	46	506	7	513	531	28	559
1999-2000	26	21	47	521	7	528	547	28	575
1998-99	26	22	48	516	7	523	542	29	571
1997-98	19	20	39	514	7	521	533	27	560
1996-97	17	18	35	509	7	516	526	25	551
1995-96	17	18	35	501	7	508	518	25	543
1994-95	17	18	35	501	7	508	518	25	543
1993-94	18	18	36	508	7	515	526	25	551
1992-93	18	18	36	508	7	515	526	25	551

FIRE DEPARTMENT EXPENDITURE SUMMARY

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	31,433,424	31,911,200	31,507,800	33,479,600
Materials & Supplies	496,681	581,350	590,500	803,000
Services	1,074,740	1,283,850	1,283,900	1,604,900
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>33,004,845</u>	<u>33,776,400</u>	<u>33,382,200</u>	<u>35,887,500</u>

Appropriation by Activity				
Office of the Fire Chief	1,381,233	1,254,400	1,251,000	1,295,100
Operations	29,702,160	30,139,800	29,845,500	31,375,100
Support	<u>1,921,452</u>	<u>2,382,200</u>	<u>2,285,700</u>	<u>3,217,300</u>
Total	<u>33,004,845</u>	<u>33,776,400</u>	<u>33,382,200</u>	<u>35,887,500</u>

Employee Years by Activity				
Office of the Fire Chief	23.5	20.7	20.5	21.6
Operations	539.9	530.6	523.3	521.8
Support	<u>34.9</u>	<u>39.5</u>	<u>35.6</u>	<u>41.3</u>
Total	598.3	590.8	579.4	584.7



The Office of the Fire Chief includes the Chief's Office, which manages the Fire Department, and Planning and Research, which provides analytical support to the Fire Chief.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Complete fire station location study	First Quarter
Explore early fire detection systems for the hearing-impaired	Second Quarter
Develop and implement a customer satisfaction survey	Third Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	1,251,000	1,295,100	44,100
Employee Years	20.5	21.6	1.1

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
33,000	3,800	-1,500	0	0	8,800	44,100

Major Change

A position is added to Planning and Research to manage office automation and assist in implementation of New York State mandated fire reporting	47,400
The fire station location study is completed	-25,000
Student intern and temporary clerical help are eliminated due to budget constraints	-8,000
Productivity measures decrease expense	-5,600

CHIEF'S OFFICE

The Chief's Office manages the Department; establishes personnel standards, policies, and work schedules; reviews operations and performance; and carries out public relations. The activity also manages personnel, orders supplies, coordinates the Department's annual budget request, and controls general fiscal matters.

PLANNING & RESEARCH

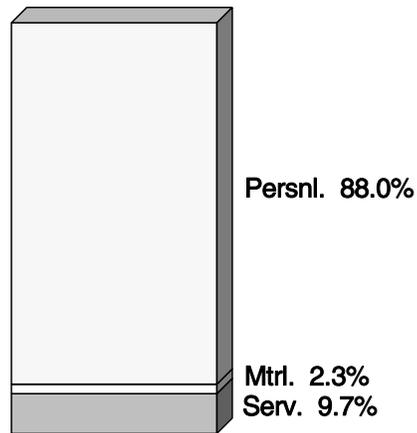
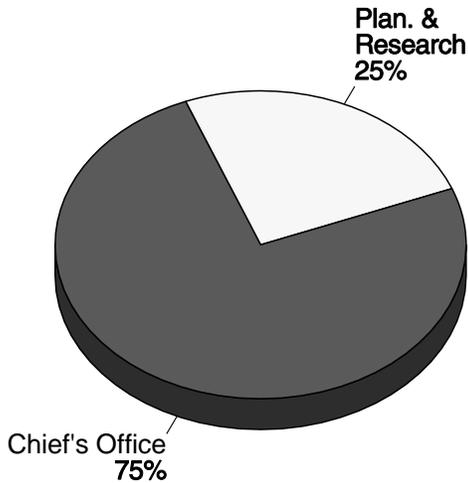
This activity analyzes operations and reporting systems, evaluates programs, develops recommendations for modifying procedures, and assists in implementing new methods and techniques. It also oversees all phases of information technology and acts as liaison with the City's Department of Finance, Bureau of Information Systems and the Emergency Communications Department.

**FIRE DEPARTMENT
OFFICE OF THE FIRE CHIEF
EXPENDITURE SUMMARY**

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	1,299,461	1,071,900	1,061,000	1,139,600
Materials & Supplies	26,936	28,600	30,100	30,100
Services	54,836	153,900	159,900	125,400
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>1,381,233</u>	<u>1,254,400</u>	<u>1,251,000</u>	<u>1,295,100</u>

Appropriation by Activity				
Chief's Office	1,181,565	996,400	953,800	969,200
Planning and Research	<u>199,668</u>	<u>258,000</u>	<u>297,200</u>	<u>325,900</u>
Total	<u>1,381,233</u>	<u>1,254,400</u>	<u>1,251,000</u>	<u>1,295,100</u>

Employee Years by Activity				
Chief's Office	19.4	17.2	16.4	16.5
Planning and Research	<u>4.1</u>	<u>3.5</u>	<u>4.1</u>	<u>5.1</u>
Total	<u>23.5</u>	<u>20.7</u>	<u>20.5</u>	<u>21.6</u>



FIRE DEPARTMENT
OFFICE OF THE FIRE CHIEF
PERSONNEL SUMMARY

FULL TIME POSITIONS				Chief's Office	Planning & Research
Br.	Title	Budget 2000-01	Proposed 2001-02		
36	Fire Chief	1	1	1	
35	Executive Deputy Fire Chief	1	0		
87	Executive Deputy Fire Chief	0	1	1	
84	Fire Captain	1	1		1
82	Fire Lieutenant	2	2	1	1
80	Firefighter	5	5	5	
25	Programmer Analyst	0	1		1
24	Case Manager	1	1	1	
24	Senior Administrative Analyst	1	1		1
18	Secretary to the Chief	0	1	1	
18	Senior Television Technician	1	1	1	
16	Administrative Assistant	2	2	1	1
16	Secretary to the Chief	1	0		
9	Clerk II	3	3	3	
7	Clerk III with Typing	1	1	1	
EMPLOYEE YEARS					
Full Time		20.0	21.0	16.0	5.0
Overtime		0.5	0.6	0.5	0.1
Part Time, Temporary, Seasonal		0.0	0.0	0.0	0.0
Less: Vacancy Allowance		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total		20.5	21.6	16.5	5.1

FIRE DEPARTMENT OPERATIONS

Operations has two basic functions: line operations and fire safety. Line operations suppresses fires and responds with personnel and firefighting apparatus to other emergency situations. Fire safety assures compliance with the City fire code by regular inspections of residential, commercial, industrial, and institutional sites. Fire scenes are investigated to determine cause, and fire safety activities are conducted through the Community Relations & Education Unit (CREU).

The 2001-02 work plan includes the following:

Objective	Projected Completion
Train Code Enforcement personnel for New York State adoption of International Fire Code	Second Quarter
Conduct Fire Safety House prevention programs for the community	Fourth Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	29,845,500	31,375,100	1,529,600
Employee Years	523.3	521.8	-1.5

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
1,660,100	17,200	29,200	0	-3,300	-173,600	1,529,600

Major Change

A position of Firefighter in Sick and Injured is eliminated as long-term disabled are reduced	-58,000
A Firefighter transfers to Training to assist in implementation of new training programs	-58,000
Four positions of Lieutenant are added to replace four Captains transferring to Support to serve as Group Health & Safety Officers	-48,000
Productivity measures decrease expense	-17,200
Additional overtime is required for floating Battalion Chiefs to comply with Fair Labor Standards Act	7,600

SUPPRESSION

Suppression fights fires, provides emergency medical responses, and mitigates in other dangerous incidents. It utilizes nine quint-midi companies, eight engine companies, and one attack squad. These forces are located in 16 strategically located fire stations throughout Rochester.

The activity responds to fire incidents, performs rescues, and also controls hazardous materials that threaten public safety with a specialized Hazardous Materials Response Team. All fire company personnel are trained as Certified First Responders and provide emergency medical services in conjunction with the contracted ambulance service provider. When not engaged in firefighting, the activity performs code enforcement inspections, participates in training, and operates public education programs in cooperation with the Community Relations & Education Unit (CREU).

**FIRE DEPARTMENT
OPERATIONS**

10-9

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
City parcels (Homestead)*	56,100	56,100	56,100	56,100
City parcels (Non-Homestead)*	11,600	11,600	11,600	11,600
Total Parcels	67,700	67,700	67,700	67,700
Hydrants	7,456	7,456	7,456	7,456
WORKLOAD				
● Structure fire incidents	913	900	950	950
● Other fire incidents	1,185	1,150	1,100	1,150
● Emergency Medical incidents	9,860	10,000	10,250	10,250
● Other incidents	11,762	11,250	11,500	11,500
● False Alarm incidents	<u>3,634</u>	<u>3,800</u>	<u>3,750</u>	<u>3,800</u>
Total incidents	27,354	27,100	27,550	27,650
Fire safety inspections	8,628	8,400	8,000	8,250
Hydrant inspections	7,456	7,456	7,456	7,456
RESULTS				
Unit Responses to structure fire incidents	4,223	4,265	4,810	4,700
Unit Responses to other fire incidents	1,743	1,700	2,310	2,300
Unit Responses to emergency medical incidents	11,418	11,565	11,425	11,565
Unit Responses to false alarm incidents	6,023	6,055	6,185	6,055
Unit Responses to other incidents	<u>20,216</u>	<u>20,140</u>	<u>23,390</u>	<u>21,500</u>
Total Unit Responses	43,623	43,725	48,120	46,120
Unit Responses by Fire Station and Unit				
● 272 Allen Street (Quint 8, Midi 8)	3,738	3,710	4,730	4,310
● 185 N. Chestnut St (Engine 17, Attack 1)	3,262	3,300	4,025	3,800
● 1207 N. Clinton Ave (Quint 6, Midi 6)	4,304	4,425	4,825	4,445
● 1477 Dewey Ave (Quint 2, Midi 2, Engine 10)	3,684	3,660	4,075	3,825
● 1051 Emerson St (Engine 3)	1,148	1,160	1,115	1,200
● 57 Gardiner Ave (Quint 5, Midi 5)	3,153	3,065	3,475	3,350
● 873 Genesee St (Engine 7)	1,742	1,720	1,795	1,800
● 740 N Goodman St (Quint 7, Midi 7)	4,102	4,040	4,420	4,225
● 704 Hudson Ave (Engine 16)	3,102	3,075	3,190	3,100
● 4090 Lake Ave (Quint 1, Midi 1)	1,203	1,230	1,265	1,230
● 450 Lyell Ave (Engine 5)	2,481	2,465	2,570	2,500
● 315 Monroe Ave (Quint 9, Midi 9)	4,280	4,390	4,475	4,390
● 640 Plymouth Ave (Engine 13)	1,595	1,560	1,660	1,625
● 1281 South Ave (Quint 3, Midi 3)	2,034	2,040	2,390	2,325
● 977 University Ave (Quint 4, Midi 4)	2,564	2,650	2,860	2,760
● 160 Wisconsin St (Engine 12)	<u>1,231</u>	<u>1,235</u>	<u>1,250</u>	<u>1,235</u>
Total Unit Responses	43,623	43,725	48,120	46,120
EFFICIENCY				
Unit Responses per Multiple Unit Station (avg.)	3,232	3,251	3,654	3,466
Unit Responses per Single Unit Station (avg.)	1,883	1,869	1,930	1,910
Average Fire Safety Inspections per Unit	319	311	296	306
Average Hydrant Inspections per Unit	276	276	276	276

*Source: Department of Finance, Bureau of Assessment

FIRE DEPARTMENT OPERATIONS

PROTECTIVES

This activity supports Protective Services Incorporated, a volunteer organization. These volunteers respond to fire alarms to safeguard property. They use a City fire vehicle, tarpaulins, fans, pumps, and other equipment. Four City Firefighters are assigned to this activity to drive and assist at the scene.

SICK & INJURED

Payments to disabled but not yet retired firefighters are included in this activity, as well as personnel on long-term sick or injured status. Before 1978, under New York State law and City Charter, firefighters who were disabled in the line of duty were entitled to full salary and benefits for life and did not have to apply for disability. The New York State law was amended in 1978 to require such firefighters to retire at the mandatory retirement age with the Fire Chief authorized to apply for a disability retirement on their behalf for accidental disability from the State Retirement System. If the applications are granted, the City must pay the difference between the disability retirement benefit and the full salary amount until the mandatory retirement age is reached.

FIRE COMMUNICATIONS

This unit maintains Rochester's radio fire alarm system. The system includes street alarm boxes for public use and master boxes providing automatic transmission from alarm systems in City schools, hospitals, nursing homes, and several industries. The unit maintains the central station receiver located in the Emergency Communications Center. It also programs digital communications equipment for the Department, and provides liaison with the Monroe County Fire Communications activity.

Program Change

Preventative maintenance will be performed every 60 days rather than 90, impacting the number of box tests performed.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Alarm boxes	175	175	176	175
Master consoles	3	3	3	3
Pagers	40	40	40	40
Portable & mobile units	286	286	286	286
WORKLOAD				
Box tests performed	759	790	804	1,050
Repairs required	317	370	350	400
RESULTS				
Repairs completed	290	310	350	400

CODE ENFORCEMENT

Code Enforcement inspects residential, commercial, industrial, and institutional properties, seeking out violations of the Fire Prevention Code liable to cause fire and endanger life and property. The activity also responds to citizen complaints concerning potential code violations. Code Enforcement, in conjunction with Community Development, reviews new construction plans to ensure code compliance and provide technical assistance to developers. It also inspects properties that are in the process of receiving Certificates of Occupancy and entertainment licenses. This unit will continue to coordinate its efforts with Neighborhood Empowerment Team (NET) offices. If a Certificate of Occupancy inspection has been conducted within the past 12 months, the Fire Department does not reinspect. Fire companies conduct reinspections in an attempt to resolve the situation without making referral to Code Enforcement. Non-life-threatening safety violation reinspections are performed by the Fire Companies and are not referred to Code Enforcement.

Code Enforcement conducts educational programs to develop public awareness of fire and fire safety, including Fire Prevention Week activities.

The unit issues permits for maintaining, storing, handling, and transporting hazardous materials and inspects vehicles, buildings, and storage places to be used.

Code Enforcement maintains an information file on structures that records inspections, permit issuance, and fire prevention measures. The Community Relations & Education Unit (CREU) promotes fire safety to at-risk groups including pre-school children, the elderly, office personnel, and others.

Program Change

CREU contacts with pre-school children increase due to use of mobile Fire Safety House.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Examination requests	59	70	90	75
Permit requests	1,735	1,775	1,700	1,700
Violation referrals from Suppression	1,544	1,625	2,000	1,700
Construction plans submitted for review	335	400	350	400
Alarm test requests	274	360	290	325
School inspection requests	96	94	90	90
WORKLOAD				
Permits issued*	3,483	3,500	3,700	3,500
Premises inspected for permits	1,735	1,775	1,700	1,700
Violations issued from permit inspections	5,637	5,100	5,000	5,000
Inspection of Suppression referrals	1,544	1,625	1,500	1,500
Appearance tickets issued	893	900	1,050	900
Fire System Tests(hours)	411	500	400	400
Reinspections	2,096	2,290	2,200	2,100
Referrals to other City departments resulting from inspections	967	950	1,000	950
Plans reviewed	335	400	350	350
School fire safety programs requested	96	94	90	90
License inspections	715	650	500	600
CREU presentations requested	610	600	625	625
RESULTS				
CREU contacts made	19,000	20,000	14,800	20,000
CREU presentations made	610	600	625	625
Parking violations issued	923	900	600	900
Court time required for appearance tickets (hours)	325	400	800	500
School fire safety programs conducted	96	94	90	90

*Permits issued may be multiples. Many projects require more than one permit.

FIRE INVESTIGATION

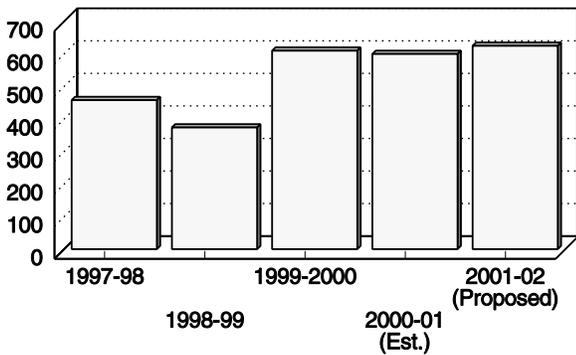
This unit investigates all structure fires. It surveys fire scenes to determine ignition sequence and fire development and conducts interviews with witnesses and victims. If Fire Investigation staff determine that an incident was caused by arson, it interrogates suspects and makes arrests. The activity also includes the Fire Related Youth Juvenile Program (FRY) that investigates juvenile firesetter incidents. FRY personnel perform educational interventions with juveniles and primary caregivers. Fire Investigation also works with the NET offices in "Operation Uplift", enforcing conformance with the City's municipal code.

FIRE DEPARTMENT OPERATIONS EXPENDITURE SUMMARY

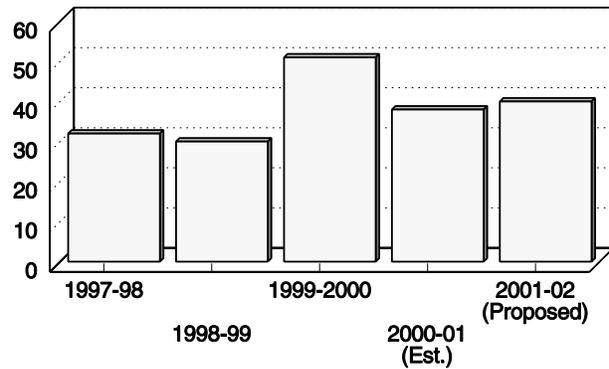
Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
DEMAND				
Initial fire investigations required	980	1,000	950	975
WORKLOAD				
Initial investigations conducted	980	1,000	950	975
Follow-up investigations	244	190	275	250
Incendiary investigations	371	406	425	400
Juvenile incidents	279	300	280	280
RESULTS				
Fire investigations closed	466	464	525	500
Preventable fire incidents	267	250	250	260
Juvenile contacts	317	380	300	320
Parking tickets issued	666	550	600	650
Code Enforcement violations cited	25	24	35	30
Arrests:				
• Adult	40	32	40	40
• Juvenile	51	38	30	40

**Community Relations &
Education Unit Presentations**



Juvenile Arrests

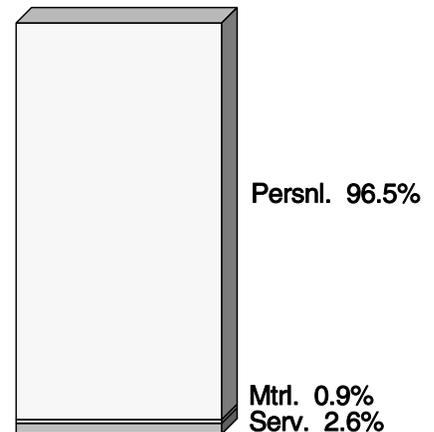
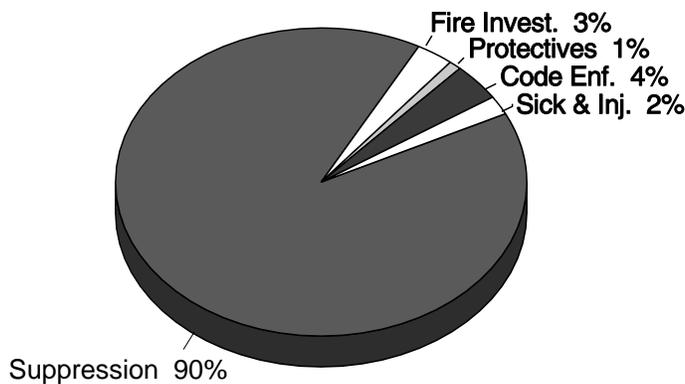


**FIRE DEPARTMENT
OPERATIONS
EXPENDITURE SUMMARY**

Appropriation by Major Object	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Amended 2000-01</u>	<u>Proposed 2001-02</u>
Personnel Expenses	28,735,061	29,083,000	28,769,200	30,272,900
Materials & Supplies	245,892	274,300	282,600	282,600
Services	721,207	782,500	793,700	819,600
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	29,702,160	30,139,800	29,845,500	31,375,100

Appropriation by Activity	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Amended 2000-01</u>	<u>Proposed 2001-02</u>
Suppression	26,897,181	27,432,400	26,833,400	28,365,900
Protectives	245,469	279,400	264,500	272,900
Sick & Injured	512,191	278,400	563,500	527,200
Fire Communications	76,537	87,100	82,300	88,500
Code Enforcement	1,007,808	1,203,900	1,300,600	1,345,300
Fire Investigation	<u>962,974</u>	<u>858,600</u>	<u>801,200</u>	<u>775,300</u>
Total	29,702,160	30,139,800	29,845,500	31,375,100

Employee Years by Activity	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Amended 2000-01</u>	<u>Proposed 2001-02</u>
Suppression	488.4	482.6	470.9	471.2
Protectives	4.1	4.5	4.1	4.1
Sick & Injured	9.0	4.5	9.0	8.0
Fire Communications	1.4	1.5	1.4	1.4
Code Enforcement	18.6	21.1	22.3	22.7
Fire Investigation	<u>18.4</u>	<u>16.4</u>	<u>15.6</u>	<u>14.4</u>
Total	539.9	530.6	523.3	521.8



**FIRE DEPARTMENT
OPERATIONS
PERSONNEL SUMMARY**

FULL TIME POSITIONS				Suppression	Protectives	Sick & Injured	Fire Commu- -nications	Code Enforcement	Fire Investigation
Br.	Title	Budget 2000-01	Proposed 2001-02						
34	Deputy Fire Chief	5	0						
86	Deputy Fire Chief	0	5	4				1	
85	Battalion Chief	15	15	14				1	
84	Fire Captain	31	27	26					1
82	Fire Lieutenant	63	67	58		4		4	1
80	Firefighter	392	390	360	4	4		13	9
75	Fire Communication Technician	1	1				1		
11	Senior Legal Secretary	0	1						1
9	Clerk II	1	1					1	
9	Clerk II with Typing	2	2					1	1
7	Clerk III	1	1					1	
7	Clerk III with Typing	2	1						1
EMPLOYEE YEARS									
Full Time		513.0	511.0	462.0	4.0	8.0	1.0	22.0	14.0
Overtime		10.3	10.8	9.2	0.1	0.0	0.4	0.7	0.4
Part Time, Temporary, Seasonal		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Less: Vacancy Allowance		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total		523.3	521.8	471.2	4.1	8.0	1.4	22.7	14.4

**FIRE DEPARTMENT
SUPPORT**

10-15

Support assists other divisions of the Fire Department through its five activities: Training, which provides classroom and field classes for new recruits and current firefighting personnel and has responsibility for the City's Emergency Preparedness program; Apparatus Maintenance, which services and maintains all City firefighting apparatus; Hose and Supply, which is responsible for the ordering, maintaining, and stocking of equipment and material essential to Department operation; Health and Safety, which assures fire scene safety and compliance with all Federal, New York State, and local job-related safety regulations; and Emergency Medical Service, which provides the necessary training and testing required for certification.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Develop and implement Group Health & Safety Officer program with Suppression	First Quarter
Deliver Training course for Citizen Emergency Response Team (CERT)	First Quarter
Deliver Swiftwater Rescue Training to specialized fire companies	First Quarter
Determine feasibility of on-line Emergency Medical Technician Training	Second Quarter
Continue development and implementation of Metropolitan Medical Response System	Third Quarter
Begin initial development of a Department-wide wellness program	Fourth Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	2,285,700	3,217,300	931,600
Employee Years	35.6	41.3	5.7

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
49,400	15,300	0	0	20,900	846,000	931,600

Major Change

The City's share of the Public Safety Training Facility (PSTF, the former Police/Fire Academy on Scottsville Road) operating expense increases, as PSTF-generated revenue is below expected levels	339,600
Four Captains transfer from Suppression to serve as Group Health & Safety Officers	300,200
Remaining grant funds are provided for completion of Metropolitan Medical Response System; one sworn position is added to support this project	160,000
A position of Firefighter transfers from Operations to Training Division to assist in implementation of new training programs	58,000
Productivity measures decrease expense	-11,800

FIRE DEPARTMENT SUPPORT

TRAINING

This activity provides initial training of recruits and ongoing training of firefighters and officers of the Department. The Training Division also conducts the Firefighter Trainee program, and is responsible for Special Operations, which includes the City's Emergency Preparedness program.

Recruit training consists of a sixty-five day session at the Fire Academy located at the Public Safety Training Facility (PSTF) on Scottsville Road. During this period, recruits learn the procedures and use of equipment for firefighting and rescue operations. Every fire company spends at least two days per year at the Academy to renew familiarity with equipment and techniques and to learn new procedures. In addition, personnel are trained to operate new apparatus.

The activity also conducts annual service tests of firefighting apparatus and, with the assistance of Apparatus Maintenance, develops specifications for and prepares new apparatus for service.

A Firefighter Trainee program is included in this activity. A cooperative effort with the City School District, this program currently offers 11th graders an opportunity to train part time with the Fire Department. Upon successful completion, graduates may be eligible for employment as firefighters.

Program Changes

Receipt of Federal grant funds starting in 2000-01 allow for the development of the Metropolitan Medical Response System (MMRS) designed to supplement the City's Emergency Preparedness plan. This will respond to public health emergencies resulting from a terrorist incident.

Monroe Community College will accept responsibility for management and operation of Public Safety Training Facility in first quarter with operating expenses funded through City and County of Monroe obligations.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Recruits	16	16	15	20
Uniformed personnel	542	531	531	535
New apparatus	2	7	5	5
Apparatus tests requested	50	50	50	50
Emergency Preparedness:				
● Personnel requiring Special Operations Training	N/A	N/A	N/A	200
● Incident responses	N/A	N/A	N/A	20
WORKLOAD				
Classes held	280	280	280	280
Apparatus tests performed	50	50	50	50
Emergency Preparedness:				
● Special Operations Training Classes held	N/A	N/A	N/A	20
● Special Operations Drills held	N/A	N/A	N/A	12

N/A - Not Applicable

APPARATUS MAINTENANCE

This unit maintains fire apparatus, support vehicles and other motorized equipment. The unit participates in the process of acquiring new apparatus, from developing specifications through preparing the new apparatus for use. Apparatus Maintenance also prepares surplus fire fighting equipment for sale after new equipment has been placed in service. The Apparatus Maintenance supervisor responds to all multiple alarm fires. Airport Fire Apparatus are maintained by the City and are included in the performance data displayed below. The total pieces of equipment includes units that have not been sold as surplus at this point in time.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Pieces of Equipment:				
● Pumpers	14	13	14	13
● Quints	13	13	13	13
● Midis	14	14	14	14
● Other	<u>50</u>	<u>52</u>	<u>47</u>	<u>52</u>
Total	91	92	88	92
WORKLOAD				
First line apparatus maintenance and repairs	1,290	1,300	1,300	1,375
Reserve apparatus repairs	324	335	350	380
Auto and miscellaneous repairs	756	900	940	985

HOSE & SUPPLY

This activity purchases and distributes supplies to the fire stations. It performs general maintenance, testing, and routine repairs on fire tools and appliances, including fire hoses, nozzles, hydrant gates, turnout coats, and breathing apparatus. The activity also responds to major fires to deliver additional air bottles and make minor on-the-spot repairs.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Fire stations served	16	16	16	16
WORKLOAD				
Scheduled deliveries	7,396	7,750	8,600	8,500
Air cylinders filled	14,753	15,025	18,000	16,000
Fire hoses tested	2,875	2,931	3,500	3,000
Breathing apparatus serviced	215	300	175	205

HEALTH & SAFETY

This unit manages the department's Health and Safety programs, inspecting all facilities, apparatus and equipment for compliance with Federal, New York State, and local safety regulations. Unit representatives also respond to emergency incidents and recommend procedures to reduce risk to firefighting personnel.

Program Change

Creation of Group Health & Safety Officers to support each line group in Suppression improves fire ground accountability and emergency scene safety, reducing injuries and life-threatening situations.

FIRE DEPARTMENT SUPPORT

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
DEMAND				
Fire facility and equipment inspections requested	40	40	40	40
Haz-Mat, High Rise, and Confined Space responses	19	20	20	20
Second Alarms	20	22	22	22
Exposure Incidents	80	70	70	70
WORKLOAD				
Facility & equipment inspections scheduled	40	40	40	40
Injury reports	260	250	250	250
RESULTS				
Facility & equipment inspections performed	40	40	40	40
Injury reports reviewed	260	250	250	250

EMERGENCY MEDICAL SERVICE

This activity coordinates the Fire Department's Emergency Medical Services (EMS) Program, including training, certification, and required testing, as well as purchase and maintenance of EMS equipment and supplies.

Program Change

Defibrillator training has been merged into Cardiopulmonary Resuscitation (CPR) training.

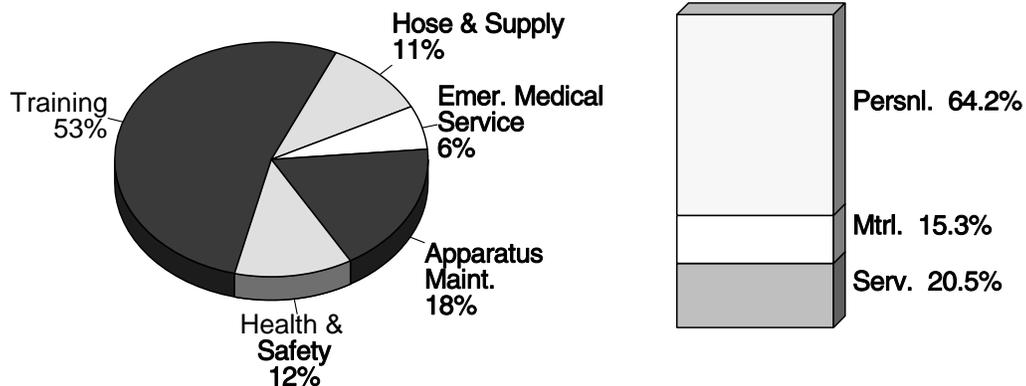
Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
DEMAND				
Personnel requiring EMS training	230	240	180	230
RESULTS				
EMS training classes held	16	14	16	18
CPR training classes held	36	36	36	36

FIRE DEPARTMENT
SUPPORT
EXPENDITURE SUMMARY

10-19

	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Appropriation by Major Object				
Personnel Expenses	1,398,902	1,756,300	1,677,600	2,067,100
Materials & Supplies	223,853	278,450	277,800	490,300
Services	298,697	347,450	330,300	659,900
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	1,921,452	2,382,200	2,285,700	3,217,300
Appropriation by Activity				
Training	823,431	1,219,600	1,126,900	1,719,600
Apparatus Maintenance	557,913	591,900	586,900	594,000
Hose and Supply	318,370	319,900	328,500	341,500
Health and Safety	69,964	88,600	81,500	394,900
Emergency Medical Service	<u>151,774</u>	<u>162,200</u>	<u>161,900</u>	<u>167,300</u>
Total	1,921,452	2,382,200	2,285,700	3,217,300
Employee Years by Activity				
Training	19.2	22.3	18.7	20.0
Apparatus Maintenance	8.6	10.0	9.6	9.9
Hose and Supply	4.0	4.0	4.0	4.1
Health and Safety	1.0	1.1	1.1	5.2
Emergency Medical Service	<u>2.1</u>	<u>2.1</u>	<u>2.2</u>	<u>2.1</u>
Total	34.9	39.5	35.6	41.3



FIRE DEPARTMENT
FIRE DEPARTMENT – SUPPORT
PERSONNEL SUMMARY

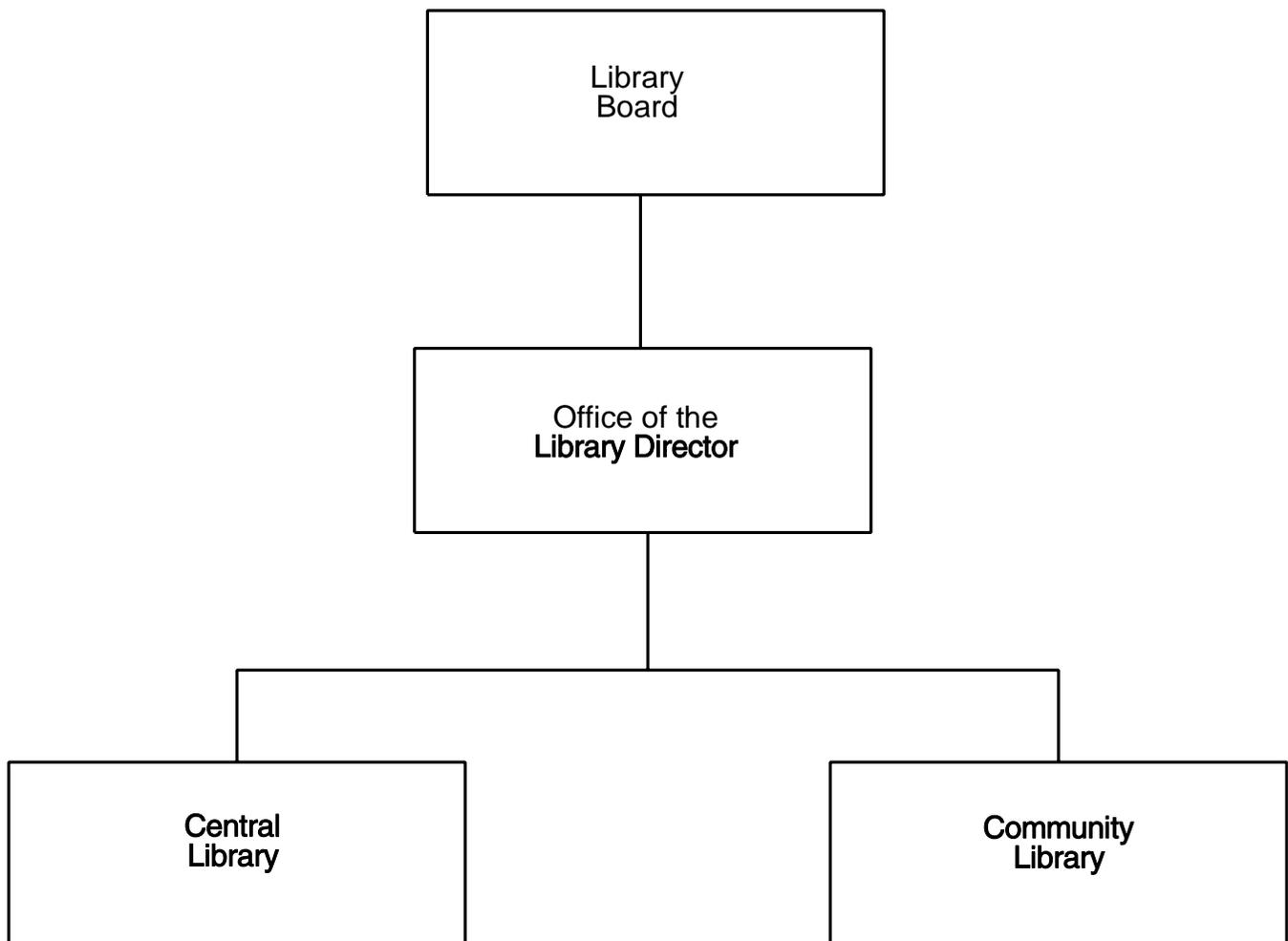
FULL TIME POSITIONS				Training	Apparatus Maintenance	Hose & Supply	Health & Safety	Emergency Medical Service
Br.	Title	Budget 2000-01	Proposed 2001-02					
34	Deputy Fire Chief	1	0					
86	Deputy Fire Chief	0	1	1				
85	Battalion Chief	2	2	1			1	
84	Fire Captain	4	8	2		1	4	1
82	Fire Lieutenant	5	6	4		1		1
80	Firefighter	3	4	2		2		
78	Fire Equipment Maint. Supervisor	1	1		1			
73	Fire Apparatus Body Repairer	1	1		1			
73	Senior Fire Equipment Mechanic	5	5		5			
27	Supt. Fire Equipment Maintenance	1	1		1			
9	Clerk II with Typing	1	1	1				
7	Clerk III with Typing	1	1	1				
60	Maintenance Mechanic	1	1		1			
EMPLOYEE YEARS								
Full Time		26.0	32.0	12.0	9.0	4.0	5.0	2.0
Overtime		1.1	1.8	0.5	0.9	0.1	0.2	0.1
Part Time, Temporary, Seasonal		8.5	7.5	7.5	0.0	0.0	0.0	0.0
Less: Vacancy Allowance		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total		35.6	41.3	20.0	9.9	4.1	5.2	2.1

Purpose

The Rochester Public Library provides library and information services to City and Monroe County residents. It operates the Central Library, ten branches in the City, and forty-one extension locations in Monroe County. The Central Library serves as the New York State chartered central library for the twenty member Monroe County Library System.

Organization

The Library consists of the Central Library, which includes support services, and Community Services, which includes the branch libraries. In accordance with New York State Education Law, the Library is governed by an eleven-member Board of Trustees. The Mayor appoints trustees, with the approval of City Council, for five-year terms.



Highlights of the Department's 2001-02 work program are presented below. Additional information for each bureau is included in the sections that follow.

<u>Bureau</u>	<u>Highlights</u>	<u>Projected Completion</u>
Central	Seek alternative funding to reinstate Sunday service hours	First Quarter
	Establish and promote on-line reference services	First Quarter
Community	Create ten neighborhood-based planning teams to develop service objectives and priorities for each branch	Fourth Quarter
	Increase the number of City residents who have library cards by twenty-five percent	Fourth Quarter

Year-to-Year Comparison

<u>Division</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>	<u>Change</u>	<u>Percent Change</u>
Central Library	8,912,300	8,755,900	-156,400	-1.8%
Community Library	<u>2,765,900</u>	<u>2,813,100</u>	<u>47,200</u>	1.7%
Total	11,678,200	11,569,000	-109,200	-0.9%
Employee Years	232.7	229.3	-3.4	-1.5%

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
66,300	77,400	98,900	35,400	-33,100	-354,100	-109,200

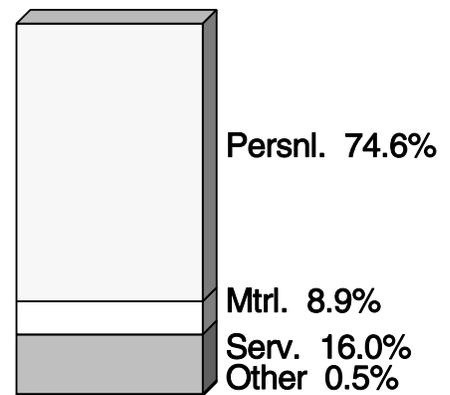
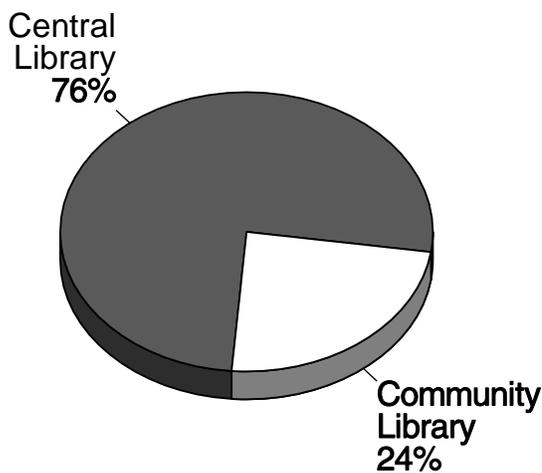
Major Change

Budget constraints necessitated by Monroe County result in reduced personnel allocations, elimination of a maintenance agreement for self-check equipment, and closure of the Broad Street entrance to the Bausch & Lomb library building on evenings and weekends	-243,600
Private funding for Sunday service hours is not anticipated	-100,000

Additional information for each bureau is provided in the sections that follow

PUBLIC LIBRARY
EXPENDITURE SUMMARY

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	8,528,113	8,566,200	8,689,900	8,632,900
Materials & Supplies	974,723	1,056,600	1,069,600	1,024,100
Services	1,834,716	1,894,900	1,713,700	1,852,000
Other	<u>0</u>	<u>59,600</u>	<u>205,000</u>	<u>60,000</u>
Total	11,337,552	11,577,300	11,678,200	11,569,000
Appropriation by Activity				
Central Library	8,717,630	8,908,500	8,912,300	8,755,900
Community Library	<u>2,619,922</u>	<u>2,668,800</u>	<u>2,765,900</u>	<u>2,813,100</u>
Total	11,337,552	11,577,300	11,678,200	11,569,000
Employee Years by Activity				
Central Library	176.1	177.6	177.9	174.3
Community Library	<u>51.4</u>	<u>52.4</u>	<u>54.8</u>	<u>55.0</u>
Total	227.5	230.0	232.7	229.3



**PUBLIC LIBRARY
CENTRAL LIBRARY**

The Central Library consists of three activities. Administration manages the Rochester Public Library and provides personnel, public relations, graphics, duplicating, promotion, special programming, financial management, building maintenance services, and shipping and delivery. Public Services maintains subject area collections, assists patrons in selecting library materials, and provides information. It also provides consultant services and bookmobile and station collection services throughout Monroe County. Technical and Support Services provides support and outreach services to members of the Monroe County Library System, technical, and automation services.

The Central Library is funded by Monroe County (64.8 percent), Monroe County Library System (MCLS) (12 percent), New York State (7.2 percent), City of Rochester (12.4 percent), fees (2.4 percent), and State University of New York (SUNY) (1.2 percent). The City contribution is based upon an agreement between the City and Monroe County.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Seek alternative funding to reinstate Sunday service hours	First Quarter
Complete transfer of the 16mm film collection to the Visual Studies Workshop	First Quarter
Establish and promote on-line reference services	First Quarter
Seek grant funding to expand Central's digitization programs	Third Quarter
Install filtering software as required by Federal law	Third Quarter
Market digital photography capabilities on a regional basis to secure additional revenue	Fourth Quarter
Increase the E-book collection by ten percent	Fourth Quarter
Expand Internet and electronic database training utilizing computers provided by the Gates Foundation	Fourth Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	8,912,300	8,755,900	-156,400
Employee Years	177.9	174.3	-3.6

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
34,200	69,000	68,400	49,200	-32,500	-344,700	-156,400

Major Change

Budget constraints necessitated by Monroe County result in reduced personnel allocations, elimination of a maintenance agreement for self-check equipment, and closure of the Broad Street entrance to the Bausch & Lomb library building evenings and weekends	-243,600
Private funding for Sunday service hours is not anticipated	-100,000

Major Change

Grants from New York State Archives and Records Administration and the Rochester Regional Library Council increase funds for digitization of maps and photographs	36,200
A Computer Communication Technician position transfers from Community	34,900
A one-time expense for purchase of debit card equipment will not recur	-32,000
Grant funds to provide library materials to enhance literacy will not recur	-20,000
Productivity measures decrease expense	-15,200
Funding for services to collect overdue library materials is increased	15,000
Establishment of a digitization center increases expense	14,000
Allocations for postage and cleaning supplies are reduced based on projected need	-11,000
A Library Services and Technology Act grant to enhance employee computer literacy will not recur	-10,000
The Strong Museum expense for book purchases is reduced based on demand	-8,000
Printing the Human Services Directory in-house reduces expense	-5,000

ADMINISTRATION

Administration manages the Rochester Public Library and provides personnel, public relations, promotion, special programming, financial management, building maintenance services, shipping and delivery, graphics, and duplicating. The City Historian is included in this activity.

Program Change

The library underwent a reorganization during 2000-01, which changed the assignments of the top three administrators reporting to the Library Director. As part of this reorganization, a new activity of Organizational Development and Special Services was formed. This activity oversees shipping and delivery, which has moved here from Technical and Support Services, facility maintenance, staff development, and digitization programs. The graphics activity previously assigned to Technical and Support Services now reports to the Library Director. Automation services transfers to Technical and Support Service.

A digitization center is established to provide opportunities to expand utilization of this technology, equipment, and training.

The Town of Greece combined two branches during 2000-01.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Libraries served	36	37	37	36

PUBLIC SERVICES

Public Services assists patrons in selecting and obtaining books, pamphlets, periodicals, electronic databases, and other library materials. It provides information in person, by telephone, and by letter. It prepares bibliographies and maintains collections in the following subject areas:

Business, Government, including legislation, politics, taxes, census, business, and investment management.

Social Sciences, Job Information Center, including psychology, ethics, sociology, and social issues. This division also manages the Education/Job Information Center that has an extensive collection of pamphlets on career and educational opportunities. This division offers specialized materials and assistance on obtaining grants.

PUBLIC LIBRARY
CENTRAL LIBRARY

History, Travel, including foreign relations, the military, and archaeology. This division maintains a collection of travel brochures, maps, cassettes, and slides.

Literature, Philosophy, Religion, including language, journalism, and fiction.

Science, Technology, Health, including the basic and applied sciences. It also features a collection of "how-to" books on such subjects as cooking, sewing, health, automobile repair, and home repair.

Local History and Genealogy, including information about Rochester and the Rochester area.

Art, Music, Recreation, including art reproductions and recordings in various formats available for borrowing.

Videos, Computer Center, including videos and computer software available for reference or borrowing.

Children's Center, including all subject areas for children from preschool age through sixth grade.

Information Center, including out-of-town newspapers and telephone directories. It also provides "quick-answer" reference service. The Center publishes five directories: Human Services Directory, Directory of Rochester Neighborhood Associations, Guide to Grantmakers, Directory of Associations, and Directory of Clubs.

SUNY Student Resource Center, providing library facilities and resources to students attending downtown SUNY institutions.

Consultant Services, providing adult, young adult, and children's services. Evaluating library materials for use by member libraries, helping member libraries assess service needs, and planning new service programs.

Extension Services, operating the Library's bookmobile and maintaining satellite collection locations throughout Monroe County for people not otherwise served by libraries.

Program Change

As part of the reorganization that took place during 2000-01, this unit now includes Consultant Services and Extension. These activities transfer from Technical and Support Services, while Interlibrary Loan and Acquisitions transfer to Technical and Support Services.

A private donation shortfall in 2000-01 resulted in 28 weeks of Sunday afternoon service hours being provided instead of 31. This change results in 12 fewer hours of public service. Sunday afternoon service hours are not budgeted in 2001-02 due to lack of funding and result in 124 fewer hours of public service.

To forestall further cost increases, temperature in both buildings will be modified by one degree. Due to budget constraints the Broad Street entrance to the Bausch and Lomb building will be closed evenings and weekends.

During 2000-01, transfer of the 16mm film collection to the Visual Studies Workshop began. The balance of this collection will be transferred during 2001-02.

The library has received a copy of New York State's vital records index. This database is heavily used by genealogists and this is the first time this index has been available outside of Albany and New York City.

The mini-library at Strong Museum has completed its development phase. Acquisitions will decline, as it will only acquire newly published material.

On-line reference services will commence in 2001-02 and will be available from the LIBRA home page.

A new collection service for over-due library materials will commence and will have offsetting revenue.

Extension Services Efficiency and Results indicators "Program hours provided and Program attendance" reflect continued participation in high profile and special population events.

Based on experience, the vacancy factor for full time employees is decreased.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Users:				
● In person - Monday through Saturday	585,218	577,000	615,000	608,000
● In person - Sunday	29,704	27,300	33,000	0
● By telephone - Monday through Saturday	<u>123,072</u>	<u>116,000</u>	<u>129,000</u>	<u>123,000</u>
Total	<u>737,994</u>	<u>720,300</u>	<u>777,000</u>	<u>731,000</u>
Reference questions:				
● In person - Monday through Saturday	191,685	179,000	180,000	187,500
● In person - Sunday	11,948	10,100	11,000	0
● By telephone - Monday through Saturday	<u>123,072</u>	<u>116,000</u>	<u>129,000</u>	<u>122,000</u>
Total	<u>326,705</u>	<u>305,100</u>	<u>320,000</u>	<u>309,000</u>
Tours requested	163	185	350	150
Programs planned - Monday through Saturday	790	805	630	750
Programs planned - Sunday	<u>43</u>	<u>40</u>	<u>20</u>	<u>0</u>
Total	<u>833</u>	<u>845</u>	<u>650</u>	<u>750</u>
Consultant Services				
● Libraries served	36	37	37	36
Extension Services				
● Reserves received	7,331	7,500	5,000	7,500
● Satellite collection locations	47	45	48	41
● Bookmobile stops	1,250	1,300	1,200	1,300
● Programs planned	12	10	10	10
WORKLOAD				
Service hours - Monday through Saturday	2,863	2,853	2,863	2,863
Service hours - Sunday	<u>124</u>	<u>112</u>	<u>124</u>	<u>0</u>
Total	<u>2,987</u>	<u>2,965</u>	<u>2,987</u>	<u>2,863</u>
Tours conducted	167	175	330	150
Program hours provided - Monday through Saturday	1,289	957	1,230	1,100
Program hours provided - Sunday	<u>57</u>	<u>68</u>	<u>20</u>	<u>0</u>
Total	<u>1,346</u>	<u>1,025</u>	<u>1,250</u>	<u>1,100</u>
Consultant Services				
● Materials selection lists prepared	36	30	30	25
● Materials consultations	3,724	2,824	3,650	2,240
● Total titles on materials selection lists	3,860	2,548	3,000	1,470
Extension Services				
● Bookmobile service hours	675	700	600	700
● Program hours provided	33	37	20	30
EFFICIENCY				
Users per service hour - Monday through Saturday	247	243	260	255
Users per service hour - Sunday	240	244	266	0
Circulation per service hour - Monday through Saturday	212	238	201	224
Circulation per service hour - Sunday	266	291	266	0

PUBLIC LIBRARY
CENTRAL LIBRARY

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
Reference assistance per service hour:				
• In person - Monday through Saturday	67	63	63	65
• In person - Sunday	96	90	89	0
• By telephone - Monday through Saturday	43	41	45	43
Average attendance per tour	12	11	14	12
Average attendance per program - Monday through Saturday	13	14	12	13
Average attendance per program - Sunday	10	12	33	0
Extension Services				
• Percent of reserves filled	97	98	98	98
• Bookmobile materials circulated per service hour	42	46	48	47
• Average attendance per program	176	278	25	250
RESULTS				
Total circulation - Monday through Saturday	608,331	680,000	575,000	640,000
Total circulation - Sunday	<u>32,963</u>	<u>32,600</u>	<u>33,000</u>	<u>0</u>
Total	641,294	712,600	608,000	640,000
Tour attendance	2,054	2,000	4,500	1,750
Program attendance - Monday through Saturday	10,195	11,000	7,700	9,750
Program attendance - Sunday	<u>426</u>	<u>480</u>	<u>650</u>	<u>0</u>
Total	10,621	11,480	8,350	9,750
Extension Services				
• Reserves filled	7,111	7,365	5,000	7,365
• Bookmobile materials circulated	28,638	32,104	27,000	33,000
• Program attendance	2,114	2,780	250	2,500

TECHNICAL & SUPPORT SERVICES

This unit provides support and outreach services to members of the Monroe County Library System. It acts as liaison between member libraries and with the New York State Education Department Office of Library Development.

Technical Services acquires, catalogs, and processes library materials for members of the Monroe County Library System.

Automation Services supports a computer and telecommunication network that links all public libraries in the county allowing residents seamless access to library collections and services. Internet service is provided to libraries county-wide, the City of Rochester, and the County of Monroe. Training classes are provided to the public on how to use the Internet and the Library's electronic resources.

Program Change

As part of the reorganization that occurred in 2000-01, this unit now includes automation that transferred from Administration and Interlibrary Loan and Acquisitions that transferred from Public Service. Consultant Services and Extension transfer to Public Service. The graphics activity which was assigned here now reports to the Library Director.

The expense for the Computer Communication Technician position transferred from Community is reflected in the City contribution to the Central Library.

Performance Indicators

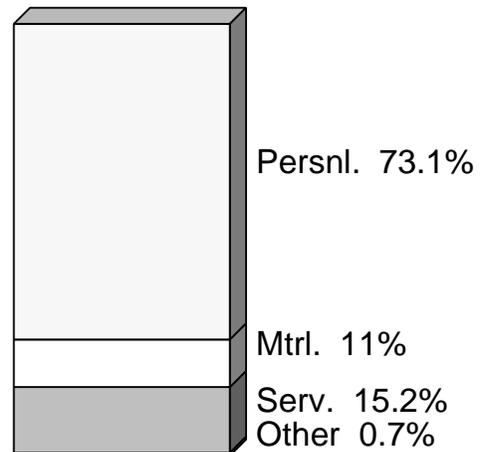
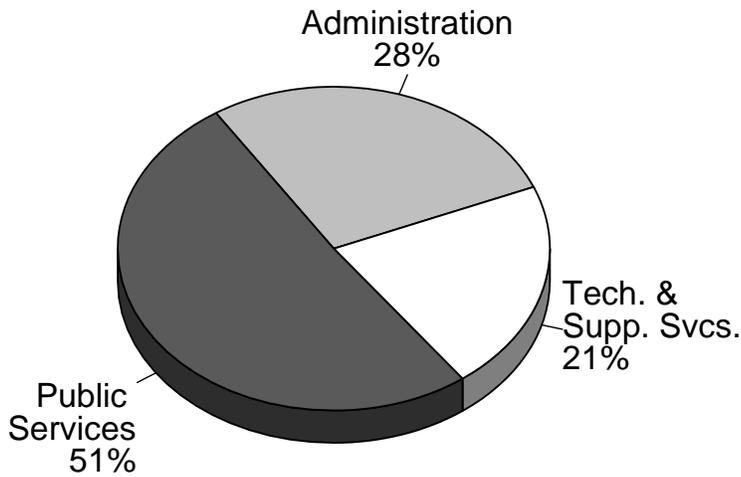
	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
DEMAND				
Libraries on line				
● Monroe County Library System	36	37	37	36
WORKLOAD				
Technical Services				
● Materials ordered	20,548	20,000	18,700	20,000
● Items cataloged & processed	29,549	30,000	30,000	30,000
● Titles entered in database	36,327	37,000	35,000	37,000
● Records modified in database	38,517	28,000	32,000	28,000
Automation Services				
● Registered borrowers	443,356	440,000	400,000	450,000
● Titles in database	686,722	688,000	636,000	688,000
● Items available for circulation (000)	2,555	2,555	2,555	2,555
RESULTS				
Technical Services				
● Titles in database	686,722	660,780	636,000	675,000
● Items available for circulation (000)	2,555	2,555	2,550	2,555
Automation Services				
● Items circulated (000)	6,995	7,000	7,130	7,000

**PUBLIC LIBRARY
CENTRAL LIBRARY
EXPENDITURE SUMMARY**

	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Appropriation by Major Object				
Personnel Expenses	6,415,194	6,447,500	6,468,900	6,400,400
Materials & Supplies	925,558	995,900	1,007,500	963,900
Services	1,376,878	1,405,500	1,230,900	1,331,600
Other	<u>0</u>	<u>59,600</u>	<u>205,000</u>	<u>60,000</u>
Total	<u>8,717,630</u>	<u>8,908,500</u>	<u>8,912,300</u>	<u>8,755,900</u>

Appropriation by Activity				
Administration	2,370,878	2,546,200	2,433,800	2,460,300
Public Services	4,529,318	4,466,500	4,568,900	4,502,800
Technical & Support Services	<u>1,817,434</u>	<u>1,895,800</u>	<u>1,909,600</u>	<u>1,792,800</u>
Total	<u>8,717,630</u>	<u>8,908,500</u>	<u>8,912,300</u>	<u>8,755,900</u>

Employee Years by Activity				
Administration	38.2	41.2	39.2	41.6
Public Services	89.2	86.8	88.7	89.4
Technical & Support Services	<u>48.7</u>	<u>49.6</u>	<u>50.0</u>	<u>43.3</u>
Total	<u>176.1</u>	<u>177.6</u>	<u>177.9</u>	<u>174.3</u>



PUBLIC LIBRARY
CENTRAL LIBRARY
PERSONNEL SUMMARY

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FULL TIME POSITIONS				Administration	Public Services	Technical & Support Services
Br.	Title	Budget 2000-01	Proposed 2001-02			
36	Library Director	1	1	1		
31	Associate Library Director	1	0			
29	Assistant Library Director III	1	2	1	1	
29	Library Systems Analyst	1	1			1
26	Children's Services Consultant	1	1		1	
26	Librarian IV	2	1		1	
25	City Historian	1	1	1		
24	Associate Personnel Analyst	1	1	1		
24	Senior Administrative Analyst	1	1	1		
23	Supervisor Library Buildings	1	1	1		
22	Librarian III	11	11		10	1
22	Library Cataloging Supervisor	1	1			1
21	Senior Graphic Designer	1	1	1		
20	Computer Operations Supervisor	1	1			1
20	Computer Programmer	1	1			1
20	Microcomputer Specialist	1	1			1
19	Circulation Supervisor	1	1		1	
19	Librarian II	21	19		15	4
19	Supervising Library Mats. Handler	1	1	1		
18	Computer Communications Tech.	2	3			3
18	Directory Editor	1	1			1
18	Library Automation Specialist	3	3			3
16	Administrative Assistant	1	3	3		
16	Librarian I	14.5	14	0.5	11	2.5
16	Secretary to Library Director	1	1	1		
15	Materials Processing Supervisor	1	1			1
15	Supervisor Audio Visual Services	1	1		1	
15	Supervisor of Stacks	1	1		1	
14	Library Assistant	5	5		4	1
14	Library Assistant - Bilingual	1	1		1	
13	Library Automation Assistant	2	1		1	
13	Sr. Maintenance Mechanic Bldgs.	1	1	1		
12	Mailroom Coordinator	0	1	1		
11	Library Catalog Clerk I	1	1			1
11	Building Maintenance Foreman	1	1	1		
11	Secretary	2	2		1	1
9	Bookmobile Operator	1	1		1	
9	Clerk II	2	1			1
9	Clerk II with Typing	4	5		2	3
9	Library Catalog Clerk II	1	1			1
9	Maintenance Mechanic	1	1	1		
8	Class 5 Truck Driver	3	3	3		
8	Coordinator of Retrieval Services	1	1		1	
7	Clerk III	1	1			1
7	Clerk III with Typing	17	17	1	10	6
7	Maintenance Worker - Library	2	2	2		
6	Dupl. Offset Machine Oper. Gr. II	1	1	1		
6	Inter-departmental Messenger	1	0			
3	Clerk-Typist	1	1		1	
3	Materials Processor	4	4			4
2	Senior Library Page	5	6	2	4	
1	Cleaner	4	4	4		
57	Senior Security Guard	1	1	1		
52	Security Guard	4	4	4		
EMPLOYEE YEARS						
Full Time		142.5	142.0	34.5	68.0	39.5
Overtime		3.2	0.8	0.3	0.3	0.2
Part Time, Temporary, Seasonal		38.0	35.9	7.9	23.2	4.8
Less: Vacancy Allowance		<u>5.8</u>	<u>4.4</u>	<u>1.1</u>	<u>2.1</u>	<u>1.2</u>
Total		177.9	174.3	41.6	89.4	43.3

**PUBLIC LIBRARY
COMMUNITY LIBRARY**

The Community Library provides convenient access to library services through the City's 10 branch libraries.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Seek a private grant to complete the second phase of renovations at the Lincoln Branch Toy Resource Center	Second Quarter
Expand after-school programming for youths at the Wheatley and Arnett Branch Libraries utilizing services of the privately funded Youth Coordinator positions	Fourth Quarter
Create ten neighborhood-based planning teams to develop service objectives and priorities for each branch	Fourth Quarter
Increase the number of City residents who have library cards by twenty-five percent	Fourth Quarter
Expand Internet and electronic database training utilizing computers provided by the Gates Foundation	Fourth Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	2,765,900	2,813,100	47,200
Employee Years	54.8	55.0	0.2

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
32,100	8,400	30,500	-13,800	-600	-9,400	47,200

Major Change

A Computer Communication Technician position transfers to Central	-34,900
Funds are provided to implement the Library's Action Plan, this includes half time assignment of a librarian and funds for professional services	23,600
A grant for renovations for the Lincoln Branch Toy Resource Center will not recur	-15,000
Funding for services to collect overdue library materials is increased	10,000
Hours for substitute librarians are increased	9,500
Productivity measures decrease expense	-7,600
An allocation is added for contract security services	5,000

ADMINISTRATION

Administration manages the Community Library System. It acquires materials, schedules and deploys personnel to the branch libraries, and maintains and repairs the branch libraries.

Program Change

As a result of the study to develop a long range plan for branch library services, ten neighborhood-based planning teams will be created to work with Branch Library staff to develop service objectives and priorities for each branch. Determination of these service objectives and priorities will enable each branch to focus limited resources on the highest priority service needs.

The expense for the Computer Communication Technician position transferring to Central's Technology and Support Services unit is reflected in the City contribution to the Central Library.

A new collection service for overdue library materials will commence and will have offsetting revenue.

BRANCH LIBRARIES

Branch libraries in Rochester's neighborhoods provide convenient access to library services and materials. Services include:

- Loans of printed materials, films, records, audio tapes, compact discs, art prints, and video tapes
- Collections of popular interest for area residents
- Reference services with access to the resources of the Monroe County Library System
- Programs such as story hours, lectures, and artistic performances
- Referral services to community agencies
- Facilities for meetings and programs sponsored by non-library groups

Program Change

Based on experience, a vacancy factor for full time employees has been initiated.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Reference questions:				
Arnett	6,998	7,019	4,800	6,100
Charlotte	9,701	9,866	10,500	10,300
Highland	6,745	7,321	6,400	7,400
Lincoln	4,533	4,534	4,400	4,800
Lyell	5,930	6,166	6,000	6,300
Maplewood	4,802	4,959	5,700	5,500
Monroe	7,968	8,290	8,500	8,700
Sully	4,971	5,217	4,900	5,400
Wheatley	4,726	5,675	5,500	6,200
Winton	<u>13,788</u>	<u>14,191</u>	<u>14,000</u>	<u>13,700</u>
TOTAL	<u>70,162</u>	<u>73,238</u>	<u>70,700</u>	<u>74,400</u>

Total programs planned:

Arnett	163	168	185	230
Charlotte	170	175	190	195
Highland	105	110	135	130
Lincoln	75	110	100	130
Lyell	182	187	125	207
Maplewood	95	110	110	130
Monroe	142	147	135	167
Sully	191	227	285	247
Wheatley	206	211	200	245
Winton	<u>197</u>	<u>202</u>	<u>230</u>	<u>222</u>
TOTAL	<u>1,526</u>	<u>1,647</u>	<u>1,695</u>	<u>1,903</u>

PUBLIC LIBRARY
COMMUNITY LIBRARY

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
WORKLOAD				
Reference questions in person:				
Arnett	5,940	5,850	4,190	5,060
Charlotte	8,717	8,869	9,450	9,242
Highland	5,658	6,146	5,485	6,237
Lincoln	3,584	3,520	3,400	3,700
Lyell	5,032	5,226	5,235	5,341
Maplewood	4,422	4,559	5,275	4,977
Monroe	6,802	6,975	7,410	7,371
Sully	4,383	4,604	4,500	4,604
Wheatley	3,142	3,309	3,500	3,653
Winton	<u>13,033</u>	<u>13,448</u>	<u>13,330</u>	<u>14,107</u>
TOTAL	60,713	62,506	61,775	64,292
Reference questions by telephone:				
Arnett	1,058	1,169	610	1,054
Charlotte	984	997	1,050	1,038
Highland	1,087	1,175	915	1,190
Lincoln	949	1,014	1,000	1,063
Lyell	898	940	765	954
Maplewood	380	400	425	523
Monroe	1,166	1,315	1,090	1,329
Sully	588	613	560	815
Wheatley	1,584	2,366	2,000	2,558
Winton	<u>755</u>	<u>743</u>	<u>670</u>	<u>893</u>
TOTAL	9,449	10,732	9,085	11,417
Program hours provided:				
Arnett	261	269	296	375
Charlotte	272	280	304	315
Highland	168	176	216	211
Lincoln	120	176	144	211
Lyell	291	299	200	330
Maplewood	152	176	176	211
Monroe	227	235	216	265
Sully	579	363	456	405
Wheatley	436	378	320	445
Winton	<u>315</u>	<u>323</u>	<u>368</u>	<u>358</u>
TOTAL	2,821	2,675	2,696	3,126
Service hours:				
Arnett	2,360	2,216	2,190	2,046
Charlotte	2,321	2,045	2,330	2,032
Highland	2,082	1,989	2,030	1,953
Lincoln	2,588	2,456	2,580	2,428
Lyell	1,697	1,670	1,700	1,627
Maplewood	2,199	2,062	2,190	2,043
Monroe	2,475	2,367	2,480	2,362
Sully	1,894	1,788	1,890	1,774
Wheatley	2,103	2,072	2,190	2,316
Winton	<u>2,349</u>	<u>2,222</u>	<u>2,190</u>	<u>2,039</u>
TOTAL	22,068	20,887	21,770	20,620

PUBLIC LIBRARY
COMMUNITY LIBRARY

11-15

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
EFFICIENCY				
Reference assistance per service hour:				
Arnett	3.0	3.2	2.2	3.0
Charlotte	4.2	4.8	4.5	5.1
Highland	3.2	3.7	3.2	3.8
Lincoln	1.8	1.8	1.7	2.0
Lyell	3.5	3.7	3.5	3.9
Maplewood	2.2	2.4	2.6	2.7
Monroe	3.2	3.5	3.4	3.7
Sully	2.6	2.9	2.6	3.0
Wheatley	2.2	2.7	2.5	2.7
Winton	5.9	6.4	6.4	6.7
Average attendance per program hour:				
Arnett	6	6	4	5
Charlotte	9	9	6	8
Highland	7	9	5	8
Lincoln	9	6	11	6
Lyell	11	8	14	8
Maplewood	8	8	6	7
Monroe	5	5	4	5
Sully	5	6	4	6
Wheatley	8	10	8	9
Winton	4	4	6	4
Circulation per service hour:				
Arnett	29	31	35	38
Charlotte	52	61	61	66
Highland	50	48	57	53
Lincoln	22	27	23	31
Lyell	32	32	38	38
Maplewood	30	34	34	38
Monroe	58	55	61	59
Sully	15	16	18	21
Wheatley	16	16	20	18
Winton	94	97	110	110
AVERAGE	40	42	46	47
RESULTS				
Total program attendance:				
Arnett	1,682	1,611	1,295	1,900
Charlotte	2,390	2,408	1,900	2,600
Highland	1,147	1,527	1,080	1,628
Lincoln	1,026	1,091	1,530	1,291
Lyell	3,117	2,308	2,750	2,508
Maplewood	1,246	1,399	1,100	1,450
Monroe	1,179	1,167	810	1,267
Sully	2,852	2,260	1,710	2,306
Wheatley	3,309	3,850	2,600	3,900
Winton	<u>1,324</u>	<u>1,353</u>	<u>2,300</u>	<u>1,500</u>
TOTAL	19,272	18,974	17,075	20,350

PUBLIC LIBRARY
COMMUNITY LIBRARY

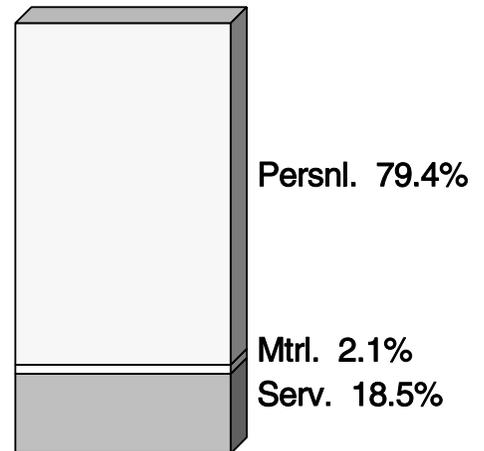
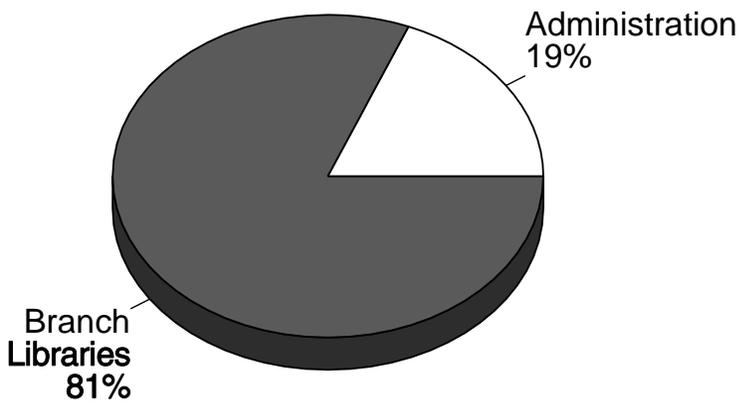
Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
Library materials circulated:				
Arnett	68,290	68,379	77,700	77,400
Charlotte	121,723	124,238	141,750	133,200
Highland	103,076	95,058	116,550	104,100
Lincoln	57,426	66,334	59,850	75,300
Lyell	54,712	53,187	65,100	62,200
Maplewood	65,504	69,078	74,550	78,100
Monroe	143,284	130,285	152,250	139,300
Sully	28,599	28,629	33,600	37,600
Wheatley	34,271	33,060	44,100	42,100
Winton	<u>220,920</u>	<u>215,918</u>	<u>241,500</u>	<u>224,900</u>
TOTAL	897,805	884,166	1,006,950	974,200

PUBLIC LIBRARY
COMMUNITY LIBRARY
EXPENDITURE SUMMARY

11-17

	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Appropriation by Major Object				
Personnel Expenses	2,112,919	2,118,700	2,221,000	2,232,500
Materials & Supplies	49,165	60,700	62,100	60,200
Services	457,838	489,400	482,800	520,400
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	2,619,922	2,668,800	2,765,900	2,813,100
Appropriation by Activity				
Administration	648,378	562,600	524,200	540,600
Branch Libraries	<u>1,971,544</u>	<u>2,106,200</u>	<u>2,241,700</u>	<u>2,272,500</u>
Total	2,619,922	2,668,800	2,765,900	2,813,100
Employee Years by Activity				
Administration	9.1	7.3	6.0	5.7
Branch Libraries	<u>42.3</u>	<u>45.1</u>	<u>48.8</u>	<u>49.3</u>
Total	51.4	52.4	54.8	55.0



PUBLIC LIBRARY
COMMUNITY LIBRARY
PERSONNEL SUMMARY

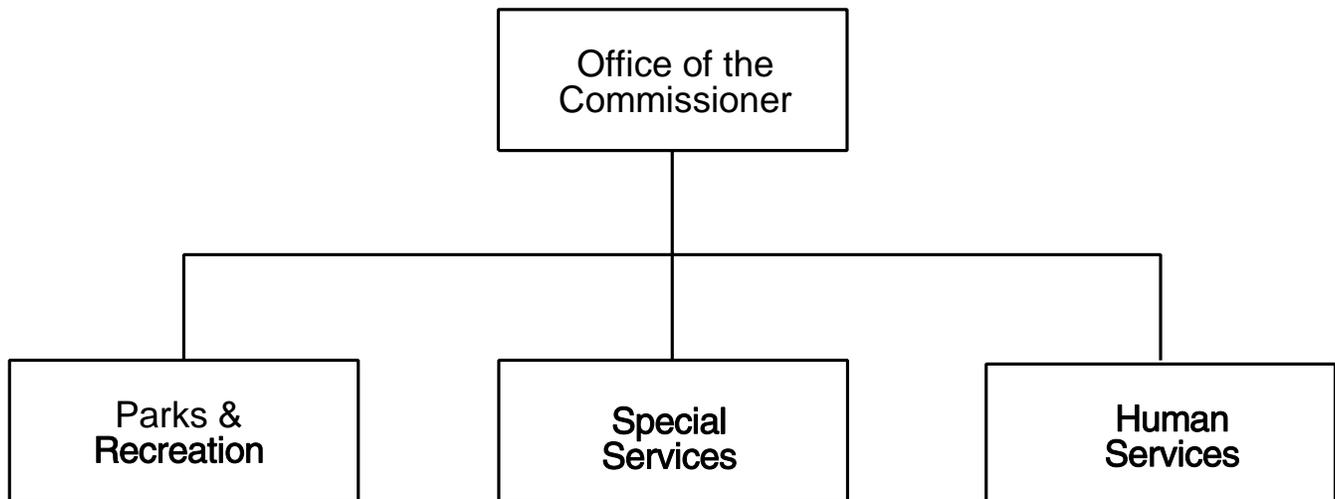
FULL TIME POSITIONS				Administration	Branch Libraries
Br.	Title	Budget 2000-01	Proposed 2001-02		
29	Assistant Library Director III	1	1	1	
22	Librarian III	10	10		10
19	Librarian II	8	8		8
18	Computer Communications Tech.	1	0		
16	Librarian I	5.5	6	1	5
14	Library Assistant	2	2		2
14	Library Assistant Bilingual	1	1		1
14	Youth Services Coordinator	0	1		1
14	Youth Services Outreach Worker	1	0		0
13	Sr. Maintenance Mechanic Bldg.	2	2	2	
11	Secretary	1	1	1	
3	Library Aide	1	1		1
EMPLOYEE YEARS					
	Full Time	33.5	33.0	5.0	28.0
	Overtime	0.0	0.0	0.0	0.0
	Part Time, Temporary, Seasonal	21.4	22.4	0.7	21.7
	Less: Vacancy Allowance	<u>0.1</u>	<u>0.4</u>	<u>0.0</u>	<u>0.4</u>
	Total	54.8	55.0	5.7	49.3

Purpose

The Department of Parks, Recreation and Human Services provides cultural, leisure, and community service programs at neighborhood and regional levels. The Department provides technical assistance and represents the City in human services, employment, and planning processes. The Department manages the buildings and facilities where these programs occur, operates the Public Market, and Mt. Hope and Riverside cemeteries, and administers contracts for operation of the Rochester Riverside Convention Center, the High Falls Entertainment District, and the Blue Cross Arena at the Rochester War Memorial.

Organization

The Department has four major units: the Office of the Commissioner, the Bureau of Parks and Recreation, the Office of Special Services, and the Bureau of Human Services.



Highlights of the Department's 2001-02 work program are presented below. Additional information for each bureau is included in the sections that follow.

<u>Bureau</u>	<u>Highlights</u>	<u>Projected Completion</u>
Commissioner	Establish Department Web site	Second Quarter
Parks and Recreation	Complete Phase IV of the Public Market Renovation Project	First Quarter
Special Services	Replace the sports floor carpeting at the Blue Cross Arena at the Rochester War Memorial	First Quarter
Human Services	Review and upgrade the Basic Employability Skills Training Program (BEST) curriculum	First Quarter

Year-to-Year Comparison

<u>Bureau</u>	Budget		<u>Change</u>	Percent <u>Change</u>
	<u>2000-01</u>	<u>2001-02</u>		
Office of the Commissioner	1,823,500	1,890,900	67,400	3.7%
Parks and Recreation	9,433,900	9,693,900	260,000	2.8%
Special Services	4,060,400	4,189,800	129,400	3.2%
Human Services	<u>2,386,500</u>	<u>2,174,400</u>	<u>-212,100</u>	-8.9%
Total	17,704,300	17,949,000	244,700	1.4%
Employee Years	337.6	334.6	-3.0	-0.9%

Change Detail

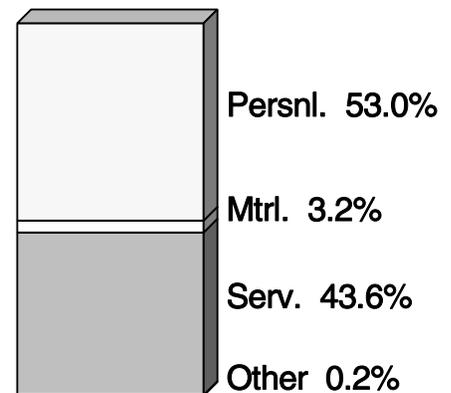
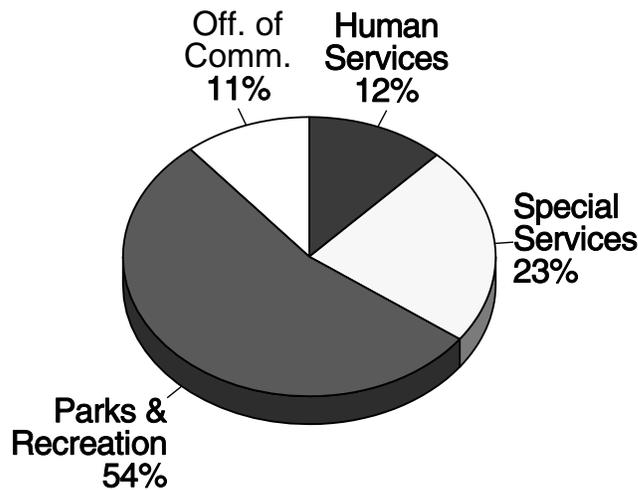
<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>		<u>Vacancy Allowance Miscellaneous Major Change</u>			<u>Total</u>
	<u>Chargebacks</u>					
254,700	174,000	132,600	0	15,100	-331,700	244,700

Major Change

The Workforce Investment Act program ends, eliminating four full time positions	-145,800
The Welfare to Work grant ends, eliminating two full time positions	-110,200
A fund raising campaign consultant for the Rochester Heritage Cemetery Foundation is added	42,000
The Adolescent Pregnancy Prevention and Services grant expands, adding one full time position	36,900
The one-time City Parks Forum Grant ends	-35,000
The final phase of the Job Training Partnership Act ends	-34,700
The Cemetery Division seasonal workforce is reduced due to budget constraints	-28,200
The one-time expense for the Quad A contract for operation of organized sports, arts, and academic programs ends	-25,000
Promotional expenses increase due to rate increases, a new newspaper program insert, and new program advertising	24,200
The expense for Main Games is reduced through productivity efforts	-20,000

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
EXPENDITURE SUMMARY

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	9,360,582	9,357,200	9,505,600	9,520,700
Materials & Supplies	645,657	603,700	590,000	578,500
Services	7,192,005	7,541,600	7,579,700	7,816,800
Other	<u>28,440</u>	<u>32,200</u>	<u>29,000</u>	<u>33,000</u>
Total	17,226,684	17,534,700	17,704,300	17,949,000
Appropriation by Activity				
Office of the Commissioner	1,715,095	1,805,900	1,823,500	1,890,900
Parks and Recreation	8,330,171	9,429,900	9,433,900	9,693,900
Special Services	4,724,700	4,045,500	4,060,400	4,189,800
Human Services	<u>2,456,718</u>	<u>2,253,400</u>	<u>2,386,500</u>	<u>2,174,400</u>
Total	17,226,684	17,534,700	17,704,300	17,949,000
Employee Years by Activity				
Office of the Commissioner	15.8	16.4	16.7	16.7
Parks and Recreation	237.8	257.9	257.4	260.1
Special Services	48.4	32.9	36.4	35.6
Human Services	<u>32.9</u>	<u>25.7</u>	<u>27.1</u>	<u>22.2</u>
Total	334.9	332.9	337.6	334.6



**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
OFFICE OF THE COMMISSIONER**

The Office of the Commissioner directs the Department's activities by developing policy, procedures, goals and objectives, and performance standards.

Administrative Support provides centralized financial and personnel services for the Department.

The Special Events unit plans and carries out cultural programs in various locations, manages and coordinates neighborhood festival sites throughout the City, helps citizens obtain permits for special events not operated by the City, and presents performances of fine and performing arts at various sites. Communications and promotional activities are part of this office.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Complete feasibility study for converting the High Falls Interpretive Center into a Rochester Museum of Social History	First Quarter
Establish Department Web site	Second Quarter
Develop Renaissance 2010 marketing plan for attracting cruise ships	Second Quarter
Develop Renaissance 2010 marketing plan for the Erie Canal	Second Quarter
Conduct feasibility study for information kiosks for the Renaissance 2010 plan	Third Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	1,823,500	1,890,900	67,400
Employee Years	16.7	16.7	0.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
30,900	31,900	400	0	0	4,200	67,400

Major Change

Promotional expenses increase due to rate increases, a new newspaper program insert, and new program advertising	24,200
The expense for Main Games is reduced through productivity efforts	-20,000
The one-time World Canal Conference allocation ends	-10,000
The Winter Cold Rush, a new outdoor event at a Center City park, is added	10,000
Promotional effort to market the Port of Rochester to cruise ships is added	7,500
The one-time Freedom Trail grant ends	-5,000
Productivity measures decrease expense	-2,500

COMMISSIONER'S OFFICE

The Commissioner's Office develops management policy and sets goals and performance standards.

ADMINISTRATIVE SUPPORT

The Division of Administrative Support coordinates the Department's annual budget and capital planning process; maintains fiscal operations, personnel and payroll matters; coordinates the purchasing of supplies; and manages the City Council submission process.

SPECIAL EVENTS

Special Events provides cultural programs throughout the year for the public. It has responsibility for the Summer Performing Arts Series and holiday events. Special Events assists the public by coordinating the permit process for special events not operated by the City, such as neighborhood and downtown festivals, parades, and block parties. It oversees fund raising and special events for the Rochester Events Network.

Program Change

The major events applications have increased due to the addition of Public Market events and the number of block parties that have become fests. Rallies, parades, and runs are decreasing due to increased costs and a decrease in the number of "cause" rallies. There has been a substantial increase in press conferences, film shoots, and grand openings, thus increasing the "other" permit application category.

Performance Indicators

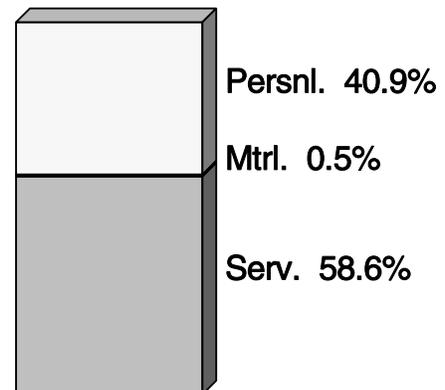
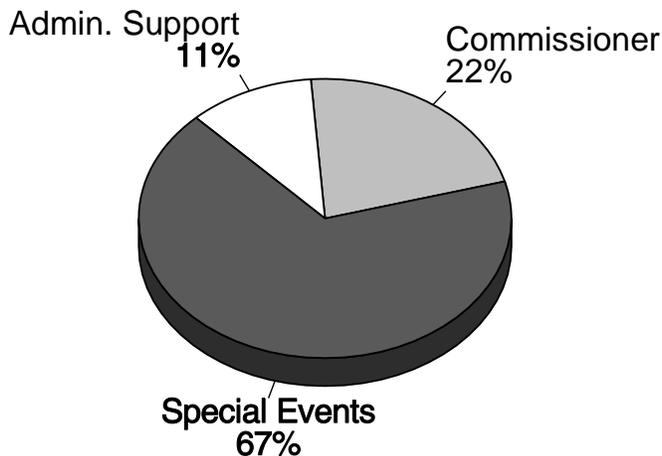
	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND:				
Permit Applications	420	430	430	430
WORKLOAD:				
Permit applications processed:				
● Major events	62	91	65	87
● Rallies, parades, runs	150	98	165	100
● Block parties	85	59	90	65
● Atrium	65	67	68	68
● Link Gallery	15	14	20	14
● Other	<u>70</u>	<u>101</u>	<u>90</u>	<u>110</u>
Total	447	430	498	444
Work orders prepared	1,341	1,290	1,350	1,332
Professional services agreements prepared	110	130	130	130
Fund raising contacts made	4,389	4,400	4,500	4,500

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
OFFICE OF THE COMMISSIONER
EXPENDITURE SUMMARY**

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	702,135	729,200	742,600	773,300
Materials & Supplies	8,504	9,300	8,300	8,800
Services	1,004,456	1,067,400	1,072,600	1,108,800
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>1,715,095</u>	<u>1,805,900</u>	<u>1,823,500</u>	<u>1,890,900</u>

Appropriation by Activity				
Commissioner's Office	370,541	418,600	425,200	412,000
Administrative Support	157,737	176,600	176,800	206,400
Special Events	<u>1,186,817</u>	<u>1,210,700</u>	<u>1,221,500</u>	<u>1,272,500</u>
Total	<u>1,715,095</u>	<u>1,805,900</u>	<u>1,823,500</u>	<u>1,890,900</u>

Employee Years by Activity				
Commissioner's Office	6.2	6.1	6.2	6.2
Administrative Support	3.7	4.1	4.1	4.1
Special Events	<u>5.9</u>	<u>6.2</u>	<u>6.4</u>	<u>6.4</u>
Total	<u>15.8</u>	<u>16.4</u>	<u>16.7</u>	<u>16.7</u>



DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
OFFICE OF THE COMMISSIONER
PERSONNEL SUMMARY

12-7

FULL TIME POSITIONS				Commis- sioner's Office	Admini- strative Support	Special Events
Br.	Title	Budget 2000-01	Proposed 2001-02			
36	Commissioner of Parks, Recreation & Human Services	1	1	1		
35	Deputy Commissioner of Parks, Recreation & Human Services	0.7	0.7	0.7		
28	Director of Cultural Affairs	0	1			1
28	Manager of Administrative Support	0	1		1	
25	Director of Cultural Affairs	1	0			
24	Senior Administrative Analyst	1.5	0.5	0.5		
23	Special Events Facility Manager	0.5	0.5			0.5
21	Human Resource Consultant	0	1		1	
21	Senior Communications Assistant	1	1			1
19	Senior Recreation Supervisor	1	1	1		
18	Community Events Coordinator/Bilingual	1	1			1
18	Special Events Program Assistant	1	1			1
16	Administrative Assistant	1	0			
16	Secretary to Commissioner	1	1	1		
14	Graphic Assistant	1	1			1
9	Clerk II	1	1		1	
7	Clerk III with Typing	2.8	2.8	1	1	0.8
6	Receptionist Typist	1	1	1		
EMPLOYEE YEARS						
Full Time		16.5	16.5	6.2	4.0	6.3
Overtime		0.2	0.2	0.0	0.1	0.1
Part Time, Temporary, Seasonal		0.0	0.0	0.0	0.0	0.0
Less: Vacancy Allowance		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total		<u>16.7</u>	<u>16.7</u>	<u>6.2</u>	<u>4.1</u>	<u>6.4</u>

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF PARKS & RECREATION**

The Bureau of Parks and Recreation is supported by an Administration unit that develops programs and policies, administers contracts and facility use permits, and implements special programs and events. The Administration unit trains employees, coordinates the Bureau's budget, performs accounting and personnel functions, and manages the Department's supplies.

The Bureau of Parks and Recreation provides year-round and seasonal leisure activities. It also maintains equipment, grounds, and facilities in the City's parks system, including recreation and parks equipment, ice rinks, and ball fields. It provides custodial services at the Department's facilities and repairs specialized grounds equipment.

The Forestry activity plants trees along streets and in parks, maintains healthy trees, and removes diseased and dead trees.

Other activities include operation of Public Market facilities, renting stall space, and conducting Special Event market days.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Complete Phase IV of the Public Market Renovation Project	First Quarter
Host a City-wide invitational swim meet to include novice teams from City Recreation Centers	First Quarter
Collaborate with the South West Area Neighborhood Association (SWAN) to host a novice track and field program at the Southwest Community Center for youth, ages 8-14, from various City recreation centers, which will culminate in a City-wide novice meet	First Quarter
Collaborate with staff and volunteers at the Genesee Waterways Center in expanding water-based activities for youth, including canoeing, kayaking, rowing, and outrigger canoeing	Third Quarter
Implement and formalize teen councils at five recreation centers	Fourth Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	9,433,900	9,693,900	260,000
Employee Years	257.4	260.1	2.7

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
159,600	58,900	65,400	0	19,500	-43,400	260,000

Major Change

The one-time expense for the Quad A contract for operation of organized sports, arts, and academic programs ends	-25,000
Productivity measures decrease expense	-20,300

Major Change

Communications technology is upgraded to improve response to community and operational needs	17,800
A seasonal position is added due to an increase in equipment repair work orders	12,700
Holiday party amenities provided to participants are reduced due to budget constraints	-11,800
Additional Landscape Technician assistance is needed for recreation center renovation projects	8,600
Demolition of the South Warehouse at the Port of Rochester reduces utility expense	-6,900
A part time clerical position is abolished due to budget constraints	-6,900
The Power Skating contract is eliminated, offset by the addition of Women's Hockey League officials	-6,100
The Flower City Track Club is eliminated due to budget constraints	-5,500

ADMINISTRATION

Administration develops programs and policy and creates and distributes information about them. It administers contracts and facility use permits and oversees special and seasonal activities. It trains employees and coordinates the Bureau's budget, accounting, collection, and personnel functions. It manages the Department's supply unit and plans and implements capital improvement projects in parks, recreation facilities, and the Public Market. It also manages the Bureau's Security Program and the Recreation Leader On-Call program.

Program Change

The Biz Kids program will continue to grow through an increase in recruitment in the City School District and other partnerships by offering the program to area organizations. The Biz Kids II program, currently under development, will be offered to graduates of the first Biz Kids program. Partnerships for the program include the City School District, Service Corps of Retired Executives, the Economic Development Department, and the Credit Bureau.

FIELD ADMINISTRATION

This activity provides management oversight of neighborhood recreation programs and facilities.

NORTH RECREATION AREA

The North Area includes: the Adams Recreation Center, Avenue D Recreation Center, Campbell Recreation Center, Carter Recreation Center, Charlotte Middle School, Edgerton Community Center, Jefferson Middle School, LaGrange Recreation Center, Lake River Recreation Center, Pierpont Recreation Center, #17 School Summer Program, #20 School Club House, #42 and #43 School Recreation Programs, and the Carter, DownTowners, and Stardust Senior Programs.

Program Change

Registrations at Carter Street increase due to additional programs geared to youth and more outreach to the neighborhood schools.

Carter St. hours of operation decrease due to a decrease in permits; whereas Edgerton's hours of operation increase due to an increase in the use of the building by permittees. Adams Recreation Center will be closed for three weeks due to gym floor renovations, thus decreasing hours of operation for 2001-02.

There has been a decrease in the number of permit uses due to weekend operation at Carter St., Campbell, and Adams Recreation Centers.

A 3 on 3 summer basketball tournament and festival will be hosted by Avenue D Recreation Center in collaboration with Group 14621, community churches, and the NET office. The Campbell St. Recreation Center will hold a video workshop for youth ages 12-17.

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF PARKS & RECREATION**

Carter St. Recreation Center will host a Book of the Month Club, which will have youth select books monthly and follow-up with a report and discussion. With a seventy-five percent attendance and participation rate, the youth would be entitled to a dinner cooked by Recreation staff.

Charlotte Recreation Center will hold an Intergenerational Gardening Program in collaboration with the seniors at the Charlotte Lake River complex and Charlotte Community Organization. Edgerton Community Center will conduct a "Night Out Against Crime" event in collaboration with agencies in the Edgerton neighborhood, such as Edgerton Neighborhood Association, Helping Ourselves Peacefully Exist, the NET office, Maple Section Police Office, Lake Avenue Baptist Church, and St. Anthony's Church.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Registrations:				
● Avenue D	2,632	2,470	2,470	2,470
● Carter Street	622	625	610	1,000
● Charlotte/LaGrange	947	900	850	900
● Edgerton/Pierpont	3,393	3,200	3,500	3,200
● Campbell	1,454	1,454	1,415	1,435
● Adams	3,824	3,448	3,448	3,348
WORKLOAD				
Hours of operation:				
● Avenue D	4,121	4,234	4,026	4,015
● Carter Street	3,366	3,067	3,067	2,997
● Charlotte/LaGrange	2,516	2,552	2,552	2,596
● Edgerton/Pierpont	5,210	6,800	5,640	6,822
● Campbell	3,797	4,123	4,123	4,123
● Adams	5,861	5,377	5,377	5,155
Number of permit uses:				
● Avenue D	186	181	181	185
● Carter Street	67	8	47	10
● Edgerton/Pierpont	421	413	410	450
● Campbell	358	200	340	200
● Adams	478	178	392	200
RESULTS				
Attendance per year:				
● Avenue D	31,404	35,000	26,000	37,000
● Carter Street	30,322	31,000	31,000	31,000
● Charlotte/LaGrange	22,430	22,000	22,000	22,000
● Edgerton/Pierpont	29,317	32,000	30,000	33,000
● Campbell	37,846	38,000	40,000	40,000
● Adams	26,313	27,000	27,000	27,000

SOUTH RECREATION AREA

The South Area includes: the Clinton Baden Community Center, Cobbs Hill Recreation Center, Danforth Community Center, East High School Recreation Program, Field Street/#35 School Recreation Center, Flint Street Community Center, Gardiner Recreation Center, Humboldt Recreation Center, James Madison School of Excellence Recreation Program, North Street Community Center, Norton Village Recreation Center, River Park Commons Recreation Center, South Avenue Recreation Center, St. Monica's Summer Recreation Program, Webster Avenue Community Center, #2, #16, #28, #33, #46, and #52 School Recreation Programs, and the Evergreen and Kennedy Seniors.

Program Change

Flint St. Community Center will be closed three weeks due to gym floor renovation, thus reducing the hours of operation; registrations will decline due to #16 School being closed for renovations.

The number of permit use indicators have been updated to reflect historical usage. Danforth Community Center programming expanded during 2000-01, resulting in increased attendance from the prior year.

Danforth Community Center will develop an Intergenerational Golf Program. Flint St. Community Center will implement a "Shine with Pride" program encouraging youth to take ownership and take the initiative in maintaining a clean, safe facility of which all can take pride in.

Humboldt Recreation Center will enhance Homework Helpers, in collaboration with the City School District, Winton Road Library, and the Flower City Soccer Tutoring Program. The North St. Community Center will develop a partnership with the Community Place of Greater Rochester, Inc. for a teen council community service project at the Kids Cafe at the First Street Center.

The South Ave. Recreation Center will develop a Youth Jug-Lacrosse Clinic, an in-house league offering new experiences for youth to develop new skills, sportsmanship, and team work. The Webster Avenue Community Center will conduct a health fair in collaboration with ViaHealth, Sully Library, Congregational Healthy Heart Action Partnership, and North East Area Development.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Registrations:				
● Danforth	2,249	2,210	2,210	2,210
● North Street	1,760	2,050	2,050	2,100
● Flint	3,878	3,619	3,568	3,075
● Webster/Norton Village	1,319	1,390	1,300	1,300
● South/Field/Cobbs Hill	2,428	2,500	2,500	2,500
● East/Humboldt	2,059	2,000	2,000	2,030
WORKLOAD				
Hours of Operation:				
● Danforth	4,754	4,754	4,754	4,754
● North Street	4,850	4,850	4,885	4,900
● Flint	5,054	5,142	5,142	4,863
● Webster/Norton Village	3,650	3,700	3,927	3,832
● South/Field/Cobbs Hill	7,207	7,209	7,209	7,209
● East/Humboldt	3,631	3,342	3,342	3,342
Number of permit uses:				
● Danforth	341	350	350	350
● North Street	308	247	363	250
● Flint	7	4	15	5
● Webster/Norton Village	2	2	0	2
● South/Field/Cobbs Hill	264	234	200	200
RESULTS				
Attendance per year:				
● Danforth	27,345	35,000	35,000	35,000
● North Street	34,129	36,000	35,000	37,000
● Flint	92,056	90,000	85,000	85,000
● Webster/Norton Village	26,931	28,700	21,700	29,000
● South/Field/Cobbs Hill	63,927	65,000	65,000	65,000
● East/Humboldt	28,944	30,000	25,000	30,000

GENESEE VALLEY COMPLEX

This activity manages the Genesee Valley Park (GVP) ice rink, pool, playing fields, and Manhattan Square Park facility, including the ice rink.

Program Change

The GVP Ice Rink attendance and number of permit uses continues to decline due to competition for high school games and practices from an increasing number of area rinks.

The GVP Pool experienced reduced attendance during the summer of 2000-01 due to cool weather.

A regional swim meet will be expanded and hosted in collaboration with area swim clubs. The in-house youth ice hockey program for 7-8 year old girls and boys will be expanded to include ages 9-10. The concession operation will be expanded and improved through collaboration with a private concessionaire.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Registrations - Special Events	442	500	500	500
WORKLOAD				
Hours of operation:				
● GVP Ice Rink	3,276	3,276	3,276	3,276
● GVP Pool	835	835	835	835
● Manhattan Square Rink	925	925	925	925
Number of permit uses:				
● GVP Ice Rink	426	300	400	350
● Manhattan Square Rink	66	65	60	65
● GVP Pool	328	220	300	300
RESULTS				
Attendance per year:				
● GVP Ice Rink	47,956	25,000	25,000	23,000
● GVP Pool	22,267	18,000	19,000	21,000
● Manhattan Square Rink	12,740	13,000	13,000	13,000

ATHLETICS

This activity develops, coordinates, and directs athletic activities, including organized team sports at all skill levels and competition. Among its programs are the Adult Recreational Softball League, the Saturday morning Learn To Swim program, youth softball, basketball and football leagues, adult tennis, volunteer Youth Sports Enhancement program, and City-wide track and field program. This activity also is responsible for the development and administration of the centralized aquatic initiative.

Program Change

The hours of operation, registrations, and attendance at Freddie Thomas and Jefferson were reduced during the summer of 2000-01 due to construction. The Marshall pool is normally not operated, but was open in lieu of Jefferson during the summer of 2000-01, hence the inclusion of performance indicators for Marshall.

This activity will collaborate with the Genesee Valley Little League to act as a pass-through for New York State funding for improvements to the ballfields in Genesee Valley Park.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Adult softball participants	3,576	3,600	3,700	3,600
Hours of Aquatics operation:				
● Charlotte	96	96	96	96
● Douglass	280	280	280	280
● East	360	360	360	360
● Freddie Thomas	712	432	712	712
● Jefferson	360	80	360	360
● Madison	712	712	712	712
● Marshall	0	280	280	0
Registration for Aquatics:				
● Charlotte	170	175	175	175
● Douglass	260	275	275	275
● East	553	600	600	600
● Freddie Thomas	885	400	600	600
● Jefferson	243	100	200	200
● Madison	636	600	600	600
● Marshall	0	200	175	0
RESULTS				
Adult softball games held	1,139	1,275	1,275	1,275
Attendance per year:				
● Charlotte	1,417	1,500	1,500	1,500
● Douglass	3,059	2,657	2,800	2,800
● East	3,789	4,000	4,400	4,000
● Freddie Thomas	4,445	1,000	4,800	4,400
● Jefferson	3,692	1,500	2,800	2,800
● Madison	3,813	4,400	4,800	4,400
● Marshall	0	1,485	2,800	0

PUBLIC MARKETS

This activity operates and maintains the Public Market at 280 North Union Street and the Downtown Market on St. Mary's Place, near Washington Square Park. Employees rent stall space to vendors, collect revenues, maintain buildings and grounds, and supervise operations on market days.

Program Change

Interest in annual leases at Sheds A & C was expected to materialize during 2000-01, but did not occur. Daily rentals at special events are anticipated to significantly increase.

The move to Washington Square for the Downtown Market in 2000-01 is expected to increase the occupancy rate for the summer of 2001-02.

An improved pedestrian circulation system will be developed and implemented during 2001-02.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Stalls for rent:				
● Shed A	124	124	124	124
● Shed C	68	68	68	68
● Winter Shed	60	60	60	60
● Downtown Market	20	20	20	20

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF PARKS & RECREATION

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
Leases:				
● Shed A & C/ seasonal	197	197	197	197
● Winter Shed/annual	59	59	59	59
● Shed A & C/ annual	10	11	20	11
WORKLOAD				
Market days held	155	155	155	155
Special event days	21	24	25	30
Downtown Market - weeks operated	19	19	19	19
Daily rentals:				
● Shed A & C (January - April)	1,690	1,700	1,600	1,730
● Shed A & C (May - December)	1,300	1,300	1,225	1,300
● Special Events	1,100	1,125	1,000	1,500
EFFICIENCY				
Occupancy Rate (%)				
● Shed A	100	100	100	100
● Shed C	100	100	95	95
● Winter Shed	97	99	98	100
● Downtown Market	60	60	85	80

PARKS OPERATIONS

Parks Operations maintains City parks, green areas, and recreation and parks equipment. It prepares and maintains athletic fields and three artificial ice rinks. It plants, grooms, and maintains City parks flower beds, Maplewood Park rose garden, and sections of the Genesee River Trail.

Program Change

The Webster Ice Rink was open only three weeks time during 1999-2000 due to mechanical problems and the weather.

The athletic field revitalization program will be completed. A maintenance schedule for the athletic fields will be instituted to ensure that standards are maintained.

Environmental stewardship programs will be expanded to include such items as youth day activities, nature walks, and expanded volunteer maintenance efforts.

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
DEMAND				
Acres maintained	880	880	880	880
Ice Rinks maintained	3	3	3	3
Work orders received	1,150	1,150	1,150	1,200
WORKLOAD				
Mowings/trimmings per area	18	19	18	18
Litter/trash pickups per area	61	57	61	61
Ice Rinks (weeks maintained)				
● Genesee Valley	26	26	26	26
● Manhattan Square	15	15	15	15
● Webster	3	14	17	14
Maplewood Rose Garden (bushes maintained)	4,600	4,750	4,600	4,750

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
EFFICIENCY				
Work orders completed (%)	91.3	99.1	97.8	95.8
RESULTS				
Work orders completed	1,050	1,140	1,125	1,150
Actual mowings/trimmings per area	18	18	18	18

FORESTRY

The Division of Forestry manages the care and maintenance of the City's urban forest. This includes tree pest management, pruning, planting, and tree and stump removal on City streets, in City parks, and other City properties. The Division responds to the public regarding City tree management issues and conducts annual inspections of City trees to assist in work program planning.

Program Change

The pruning function shifts to focus more on park trees, which have been neglected in prior years, rather than on street trees. City staff will handle the park tree pruning, instead of contractors. Replacement species were not available in 2000-01; therefore, stump removal work was delayed until 2001-02.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Street trees and sites:				
● Trees	57,735	59,759	57,543	59,759
● Planting sites	18,896	19,706	19,338	19,706
● Trees to be pruned	10,823	9,560	9,591	7,100
● Annual removals	632	400	600	500
● Annual stump removals	552	390	500	450
Parks/cemetery trees:				
● Trees	11,667	11,667	11,779	11,667
● Trees to be pruned	439	1,167	1,178	5,834
● Removals	111	270	178	170
● Stumps	2	167	349	519
Service requests received	2,664	2,900	2,900	2,900
WORKLOAD				
Trees removed by city	721	334	600	400
Trees removed by others	22	99	100	100
Trees planted by contract	810	490	652	600
Trees maintained				
● Complete prune by city	4,948	4,710	4,700	8,000
● Complete prune by contract	6,314	5,290	5,500	4,900
● Hazard prune by city	2,448	3,000	3,500	3,000
● Stump removal by city	530	350	480	400
● Stump removal by contract	22	5	20	20

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF PARKS & RECREATION

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
RESULTS				
Trees removed	743	433	700	500
Trees planted	820	494	652	600
Trees maintained:				
• Complete prune	11,262	10,000	10,200	12,900
• Hazard prune	2,448	3,000	3,500	3,000
Stumps removed	552	355	500	420

EQUIPMENT MAINTENANCE

This activity maintains and repairs specialized equipment for the Department. It also maintains and repairs small equipment for the Department of Environmental Services and coordinates vehicle maintenance with them.

Program Change

Aging equipment, preventative maintenance, and additional equipment from the Cemetery Division increases the estimates for next year's work orders. Efficiency decreased in prior years due to a vacancy in staffing. Staff training will occur in the repair of ice resurfacing machines, mowers, and Forestry aerial lift/bucket to reduce maintenance costs by performing maintenance in-house.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Work orders received	1,150	1,200	1,200	1,450
WORKLOAD				
Work orders completed	950	980	1,150	1,450
EFFICIENCY				
Work orders completed (%)	82.6	81.7	95.8	100.0
Work orders per mechanic	276	280	280	280

CUSTODIAL SERVICES

This activity furnishes cleaning services at Parks and Recreation and Office of Special Services buildings.

Program Change

Staff will improve and increase the refinishing and maintenance of wooden floors throughout the recreation centers.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
DEMAND				
Buildings maintained by unit	31	31	31	31
Buildings maintained by lease and monitored by unit	2	2	2	2
WORKLOAD				
Square feet of buildings maintained by unit	334,150	334,150	334,150	334,150
Square feet of buildings maintained by lease	37,000	37,000	37,000	37,000

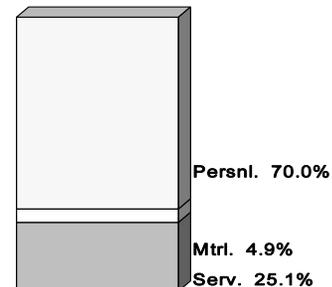
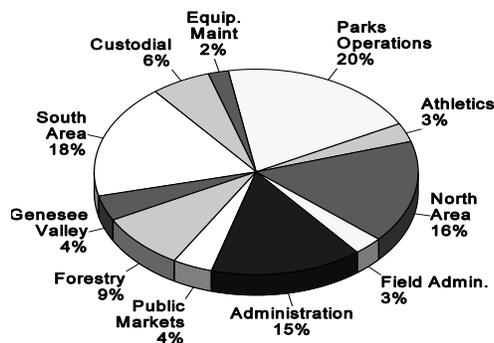
DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF PARKS & RECREATION
EXPENDITURE SUMMARY

12-17

Appropriation by Major Object	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Personnel Expenses	5,836,316	6,633,600	6,624,500	6,790,200
Materials & Supplies	489,851	492,900	473,900	466,200
Services	2,004,004	2,303,400	2,335,500	2,437,500
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	8,330,171	9,429,900	9,433,900	9,693,900

Appropriation by Activity	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Administration	1,383,746	1,464,900	1,414,100	1,496,500
Field Administration	201,060	196,400	209,100	206,500
North Recreation Area	1,427,666	1,484,100	1,526,500	1,558,500
South Recreation Area	1,618,437	1,670,400	1,689,400	1,723,900
Genesee Valley Complex	387,726	410,800	431,300	435,400
Athletics	285,634	292,400	312,400	304,500
Public Markets	366,816	391,600	340,900	354,500
Parks Operations	1,801,614	1,844,400	1,868,000	1,918,000
Forestry	0	827,800	866,200	899,000
Equipment Maintenance	244,816	229,900	206,500	216,700
Custodial Services	<u>612,656</u>	<u>617,200</u>	<u>569,500</u>	<u>580,400</u>
Total	8,330,171	9,429,900	9,433,900	9,693,900

Employee Years by Activity	1999-2000	2000-01	2000-01	2001-02
Administration	19.0	19.6	19.0	17.6
Field Administration	3.4	3.4	3.5	3.5
North Recreation Area	54.1	52.6	53.8	55.8
South Recreation Area	61.0	61.8	61.6	62.0
Genesee Valley Complex	13.6	13.7	13.5	12.8
Athletics	7.2	7.7	8.6	8.2
Public Markets	2.5	3.6	3.4	3.4
Parks Operations	48.6	48.2	47.8	48.9
Forestry	0.0	19.9	20.9	21.8
Equipment Maintenance	3.9	3.7	3.9	4.4
Custodial Services	<u>24.5</u>	<u>23.7</u>	<u>21.4</u>	<u>21.7</u>
Total	237.8	257.9	257.4	260.1



**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF PARKS & RECREATION
PERSONNEL SUMMARY**

FULL TIME POSITIONS				Administration	Field Administration	North Recreation Area	South Recreation Area	Genesee Valley Complex	Athletics	Public Markets	Parks Operations	Forestry	Equipment Maintenance	Custodial Services
Br.	Title	Budget 2000-01	Proposed 2001-02											
33	Director/Recreation & Leisure Svcs.	1	1	0.9						0.1				
28	City Forester	1	1									1		
28	Asst. Mgr. of Parks & Recreation	2	2	1.7						0.3				
25	Area Manager	1	1		1									
25	Manager, Athletics & Aquatics	1	1					0.5	0.5					
25	Recreation Area Manager	1	1		1									
24	Program Development Specialist	1	1	0.9						0.1				
21	Recreation Center Director	6	6			2	3	1						
20	Administrative Analyst	1	1									1		
19	Forestry Operations Supervisor	1	1									1		
19	Parks Operations Supervisor	3	3								3			
19	Senior Equipment Mechanic	1	1										1	
19	Senior Recreation Supervisor	7	7			4	3							
18	Municipal Assistant	1	1	1										
18	Special Events Program Assistant	1	1	1										
18	Supervisor of Markets	1	1							1				
17	Horticulture Technician	1	1								1			
17	Forestry Technician	4	4									4		
16	Administrative Assistant	1	1	1										
15	Recreation Supervisor	14	14			6	7	1						
13	Building Maintenance Supervisor	2	2											2
13	Supervising Stock Clerk	1	1	1										
9	Clerk II	1	1	1										
9	Pool Supervisor	1	1			1								
9	Recreation Leader	33	33			15	18							
9	Recreation Leader Bilingual	3	3			2	1							
7	Clerk III with Typing	4	4	2	1							1		
6	Stock Clerk	2	2	2										
1	Cleaner	9	9											9
66	Laborer	2	2								2			
66	Laborer 6 Day	1	1								1			
65	Senior Forestry Worker	4	4									4		
65	Sr. Maintenance Mech. Carpenter	1	1								1			
65	Sr. Maintenance Mech. Pipefitter	1	1								1			
65	Sr. Maintenance Mechanic Welder	1	1								1			
63	Equipment Mechanic	3	3										3	
62	Senior Maintenance Mechanic	1	1								1			
61	Crew Chief	6	6								6			
61	Forestry Worker	7	8									8		
58	Tree Trimmer	1	0											
57	Senior Security Guard	1	1	1										
56	Ground Equipment Operator	19	19							1	18			
41	Parks Operations Worker	5	5								5			
EMPLOYEE YEARS														
Full Time		159.0	159.0	13.5	3.0	30.0	32.0	2.5	0.5	2.5	40.0	20.0	4.0	11.0
Overtime		3.5	3.5	0.1	0.0	0.3	0.4	0.1	0.0	0.1	1.4	0.6	0.0	0.5
Part Time, Temporary, Seasonal		102.6	105.3	4.2	0.5	27.6	31.8	10.7	7.8	1.0	8.6	1.8	0.5	10.8
Less: Vacancy Allowance		7.7	7.7	0.2	0.0	2.1	2.2	0.5	0.1	0.2	1.1	0.6	0.1	0.6
Total		257.4	260.1	17.6	3.5	55.8	62.0	12.8	8.2	3.4	48.9	21.8	4.4	21.7

The Office of Special Services consists of the Cemeteries, the Blue Cross Arena at the Rochester War Memorial, the Rochester Riverside Convention Center, and the High Falls Entertainment District. Responsibilities include administering the Blue Cross Arena at the Rochester War Memorial lease, operating Mt. Hope and Riverside Cemeteries, and contract administration associated with the operation of the Rochester Riverside Convention Center and the High Falls Entertainment District. These activities are under the direct supervision of the Commissioner's Office.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Replace the sports floor carpeting at the Blue Cross Arena at the Rochester War Memorial	First Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	4,060,400	4,189,800	129,400
Employee Years	36.4	35.6	-0.8

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
31,500	60,600	66,300	0	2,000	-31,000	129,400

Major Change

A fund raising campaign consultant for the Rochester Heritage Cemetery Foundation is added	42,000
The one-time City Parks Forum Grant ends	-35,000
The Cemetery Division seasonal workforce is reduced due to budget constraints	-28,200
The one-time Cemetery Division Grant Writer contract ends	-15,000
Cemetery Division advertising increases and training for the sales staff is added	13,000
Audit expense for the Blue Cross Arena at the Rochester War Memorial is reduced	-10,000
The allocation for grave repurchases increases based on historical experience	10,000
Productivity measures decrease expense	-7,800

CEMETERIES

This Division administers the City's two cemeteries: Mt. Hope, at 1133 Mt. Hope Avenue, and Riverside, at 2650 Lake Avenue. The Division provides information, monitors mausoleum and grave sales, manages the sales program contract, coordinates burials with funeral directors, digs graves, and opens crypts for receipt of urns or caskets.

Program Change

Training programs will be implemented to support the sales staff as an effort to reduce the high turn over rate.

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
OFFICE OF SPECIAL SERVICES

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
DEMAND				
Cemetery acreage	292	292	292	292
WORKLOAD				
Burials arranged	921	985	990	975
Cremations performed	131	150	150	200
Foundations constructed	503	600	600	600
Graves sold	623	600	800	800
Niches sold	16	30	50	75
Crypt spaces sold	28	50	100	100
Lawn crypt spaces sold	0	0	10	10
Bronze markers sold	3	25	25	25
Cremation urns sold	12	15	20	20
Granite markers sold	27	30	50	50

BLUE CROSS ARENA AT THE ROCHESTER WAR MEMORIAL

This activity administers the Blue Cross Arena at the Rochester War Memorial lease, monitors events, and reviews audits and reports of revenue and attendance.

Program Change

Public events and total attendance are anticipated to increase due to the new Arena Football League. There are more event days due to an increase in meetings and receptions. There is a decrease in average attendance per event due to an increase in the number of events and smaller rental meetings.

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
DEMAND				
Events	124	119	105	126
WORKLOAD				
Event days	149	156	99	168
EFFICIENCY				
Attendance per event	4,880	5,242	5,716	5,079
Per capita concession revenue (\$)	3.31	3.41	3.50	3.44
RESULTS				
Total concession revenue (gross, \$)	2,004,199	2,125,400	2,100,000	2,200,000
Concessions revenue (City share, \$)	175,367	186,000	183,800	192,500
Total attendance	605,200	623,800	600,180	640,000

CONVENTION CENTER

The Rochester Riverside Convention Center is owned by the City and operated under contract by the Rochester Convention Center Management Corporation. The contractor is responsible for employing staff, marketing, daily operations, routine maintenance and repair of the facility, and food and beverage service. The net operating cost funded by the City is substantially supported by revenue from the Hotel/Motel tax.

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
OFFICE OF SPECIAL SERVICES

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Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
DEMAND				
Conventions/trade shows	32	30	25	26
Public shows	35	25	25	25
Other	304	330	340	320
WORKLOAD				
Event days scheduled	357	345	345	350
RESULTS				
Total attendance	280,363	320,000	345,000	295,000

Operating cost for the Rochester Convention Center is estimated as follows:

	Budget <u>2000-01</u>	Budget <u>2001-02</u>
Operating Revenues		
● Building & equipment rental	995,000	1,098,000
● Food & beverage service	3,545,300	4,018,600
● Convention packages	275,100	295,000
● Building services/miscellaneous	<u>856,100</u>	<u>1,017,700</u>
Total Revenues	5,671,500	6,429,300
Operating Expenses		
● Personnel & fringe benefits	3,381,000	3,893,600
● Materials & supplies	188,400	191,800
● Utilities	360,000	368,000
● Maintenance of building & equipment	255,800	268,400
● Security & contract labor	263,600	155,000
● Food & supplies	752,200	879,200
● Convention packages	275,100	295,000
● Cash capital allocation	106,000	148,400
● Other contractual services	<u>1,186,300</u>	<u>1,355,000</u>
Total Expenses	6,768,400	7,554,400
Total Cost	1,096,900	1,125,100

HIGH FALLS ENTERTAINMENT DISTRICT

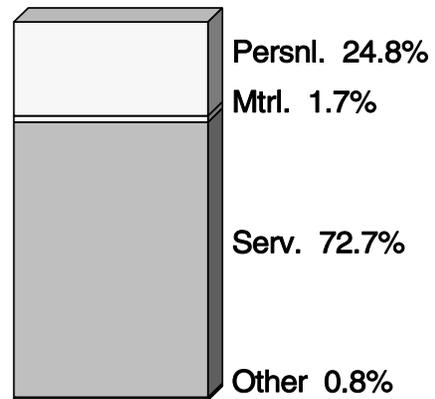
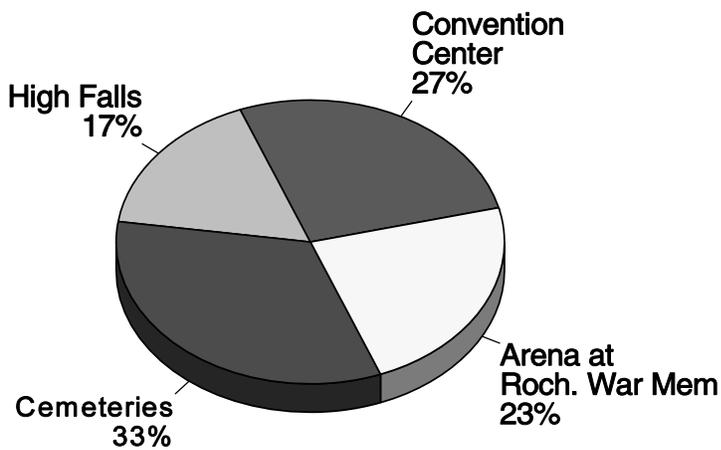
The High Falls Entertainment District, in Center City and adjacent to the Genesee River, includes a commercial and retail center. A Sound and Light Show features laser images and other special effects in the Genesee River gorge.

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
OFFICE OF SPECIAL SERVICES
EXPENDITURE SUMMARY**

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	1,572,496	932,900	1,037,200	1,040,500
Materials & Supplies	121,254	74,900	69,300	69,300
Services	3,002,510	3,005,500	2,924,900	3,047,000
Other	<u>28,440</u>	<u>32,200</u>	<u>29,000</u>	<u>33,000</u>
Total	4,724,700	4,045,500	4,060,400	4,189,800

Appropriation by Activity				
Forestry	829,822	0	0	0
Cemeteries	1,181,898	1,267,000	1,330,300	1,372,500
Blue Cross Arena at the Rochester War Memorial	864,309	981,100	944,100	981,700
Convention Center	1,111,383	1,096,900	1,096,900	1,125,100
High Falls Entertainment District	<u>737,288</u>	<u>700,500</u>	<u>689,100</u>	<u>710,500</u>
Total	4,724,700	4,045,500	4,060,400	4,189,800

Employee Years by Activity				
Forestry	22.0	0.0	0.0	0.0
Cemeteries	24.1	30.5	33.9	33.1
Blue Cross Arena at the Rochester War Memorial	<u>2.3</u>	<u>2.4</u>	<u>2.5</u>	<u>2.5</u>
Total	48.4	32.9	36.4	35.6



DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
OFFICE OF SPECIAL SERVICES
PERSONNEL SUMMARY

12-23

FULL TIME POSITIONS				Cemeteries	Blue Cross Arena at the Rochester War Memorial
Br.	Title	Budget 2000-01	Proposed 2001-02		
35	Deputy Commissioner of Parks, Recreation & Human Services	0.3	0.3		0.3
28	Cemetery Manager	0	1	1	
26	Cemetery Manager	1	0		
24	Cemetery Superintendent	1	1	1	
23	Special Events Facility Manager	0.5	0.5		0.5
19	Cemetery Operations Supervisor	1	1	1	
16	Administrative Assistant	1	1	1	
7	Clerk III with Typing	3.2	3.2	3	0.2
63	Equipment Mechanic	1	1	1	
57	Cemetery Worker	2	2	2	
42	Cemetery Crew Chief	2	2	2	
A300	Cemetery Sales Coordinator	1	1	1	
A301	Cemetery Sales Counselor	9	9	9	
EMPLOYEE YEARS					
	Full Time	23.0	23.0	22.0	1.0
	Overtime	1.3	1.3	1.3	0.0
	Part Time, Temporary, Seasonal	13.0	12.2	10.7	1.5
	Less: Vacancy Allowance	<u>0.9</u>	<u>0.9</u>	<u>0.9</u>	<u>0.0</u>
	Total	36.4	35.6	33.1	2.5

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF HUMAN SERVICES**

The Bureau of Human Services has the responsibility for the fiscal management and oversight for several New York State and Federal funding streams, including the Community Development Block Grant (CDBG) Human Services allocation, Emergency Shelter Grant (ESG), Housing Opportunities for Persons with AIDS (HOPWA), and Pregnancy Prevention funding from the Centers for Disease Control and the New York State Office of Family and Children Services. The Bureau administers over \$5 million from these sources.

In addition, the Bureau provides direct client services and administers the Federal Summer Food Program. It also provides technical assistance and represents the City in local and regional human services, employment, and planning processes.

Central Administration manages the Bureau operations; provides City representation in the management of the Monroe County/Rochester workforce development system under the Workforce Investment Act (WIA) including specific City workforce development services related to the Basic Employability Skills Training Program (BEST) and activities initiated by the Economic Development Department.

Planning and Community Relations prepares the Bureau's annual work and expenditure plans for the various funding streams and prepares grant applications.

Contract Management maintains the information system and provides monitoring of contractual services. It also administers the Summer Food Service Program, which provides children with breakfasts and lunches at various sites.

Operations delivers employment related services through the Basic Employability Skills Training, Community Conservation Corps, Teens on Patrol, and Good Grades Pay programs.

The 2001-02 work plan includes the following:

Objective	Projected Completion
Review and upgrade the BEST curriculum	First Quarter

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	2,386,500	2,174,400	-212,100
Employee Years	27.1	22.2	-4.9

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
32,700	22,600	500	0	-6,400	-261,500	-212,100

Major Change

The Workforce Investment Act program ends, eliminating four full time positions	-145,800
The Welfare to Work grant ends, eliminating two full time positions	-110,200
The Adolescent Pregnancy Prevention and Services grant expands, adding one full time position	36,900
The final phase of the Job Training Partnership Act ends	-34,700
Productivity measures decrease expense	-20,300

Major Change

Two seasonal positions are added to the Good Grades Pay Program to better manage the start-up of the Summer Youth/GGP program and to handle additional work due to the program expansion 12,600

CENTRAL ADMINISTRATION

This activity manages overall Bureau operations. The unit provides supervision for unit managers and directs and monitors the Bureau's annual budget preparation and expenditure plans. It also participates on behalf of the City in various planning initiatives and processes and communicates the strategic vision of the City to staff and ensures that staff activities are consistent with this vision.

Program Change

The City and Monroe County are partners in the design, implementation, and oversight of the Workforce Development system under WIA. This activity serves as City liaison to the County and other partners in the new system.

PLANNING AND COMMUNITY RELATIONS

This activity prepares the annual Bureau work and expenditure plans for the various funding streams, coordinates procurement, develops contracts for services, and acts as liaison to City Council. The unit also participates in various community planning processes and writes grant applications to obtain additional funding for human services initiatives.

Program Change

The increase in contracts developed is due to the increase in the number of Community Development Block Grant programs, particularly Youth Development.

The Job Training Act Program ended June 30, 2000, thus there are no placements later than that date. However, this activity handled individual referral carryovers from 1999-2000 that were paid in 2000-01.

The "Logic Model" will be incorporated into the request for proposal process. This process helps agencies and funders to understand a program, by uniformly describing the goals, inputs, activities, and outcomes for a specific program. This leads to a clear understanding of how the program will be evaluated and keeps the focus on the outcomes at the start of planning.

Performance Indicators

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>
DEMAND				
Proposals received	59	70	70	65
WORKLOAD				
Proposals reviewed	59	70	70	65
Contracts developed:				
● Workforce development individual referral	403	0	0	0
● Welfare-to-Work	9	0	0	0
● Other Human Services	76	81	60	90
● Contract amendments	41	35	18	30
Vouchers paid - individual referral	908	66	0	0
Grants developed	4	5	5	5

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF HUMAN SERVICES**

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
EFFICIENCY				
Contracts developed:				
• Workforce development individual referral	403	0	0	0
• Welfare-to-Work	9	0	0	0
• Other Human Services	76	81	60	60
• Contract amendments	41	35	18	30
Vouchers paid - individual referral	908	66	0	0
Average hourly rate (\$)				
• Title II (disadvantaged adults)	7.83	N/A	7.50	N/A
• Title III (dislocated workers)	13.33	N/A	9.00	N/A

N/A - Not Applicable

CONTRACT MANAGEMENT

This activity monitors contracts for various funding streams, maintains the Bureau information system, and ensures that New York State and Federal audit requirements are met in a timely manner. It prepares statistical and descriptive reports for internal and external audiences and provides technical assistance to program operators, including training on new funding requirements.

The Summer Food Service Program is a federally funded activity that provides nutritious breakfasts and lunches to children at various recreation, day care, community centers, and other locations within the City.

Program Change

The Summer Food Service Program was incorrectly shown in the Operations activity in 2000-01; the Program is correctly shown here for 2001-02 and the estimated 2000-01.

The Job Training Act Program (JTPA) ended June 30, 2000, thus there are no placements later than that date.

Breakfasts served in the Summer Food Program are budgeted at a more realistic estimate based on historical experience. From year to year, the number of sites is approximately the same, but the actual locations and sponsor agencies change. The sites have varying capacities to serve meals, causing some fluctuation in the number of meals served.

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
DEMAND				
Summer Food Program Breakfast sites	61	61	60	63
Summer Food Program Lunch sites	112	112	110	114
Unemployment rate	6.9%	6.5%	6.9%	6.5%
CDBG program allocation (\$)	1,339,000	1,381,934	1,381,934	1,346,900
JTPA program allocation (\$)	3,977,814	0	0	0
ESG allocation (\$)	415,000	414,000	414,000	413,000
Technical assistance requests	290	300	300	300
WORKLOAD				
Summer Food Program Breakfasts served	95,412	90,976	98,000	92,000
Summer Food Program Lunches served	191,248	179,647	197,000	180,000
Project reports	1,030	625	625	625
Monitoring visits	260	200	200	200
Desk audits	180	125	125	125

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
RESULTS				
CDBG project beneficiaries	14,720	15,000	15,000	15,000
ESG project beneficiaries				
• Families	2,125	2,000	2,000	2,000
• Individuals	33,755	25,000	25,000	25,000
Welfare-to-Work clients served	431	0	0	0
JTPA placement rate:				
• Adults	67%	N/A	N/A	N/A
• Youth Year-round	23%	N/A	N/A	N/A
Average adult hourly wage (\$)	\$10.55	N/A	N/A	N/A

CDBG - Community Development Block Grant

ESG - Emergency Shelter Grant

JTPA - Job Training Partnership Act

N/A - Not Applicable

OPERATIONS

This activity provides case management services in the Workforce Investment Act program for youth participants, in addition to the operation of the Good Grades Pay Program (GGP), the Community Conservation Corps (CCC), the Teens on Patrol (TOPS) Program, and the Basic Employability Skills Training Program (BEST).

The Zone Employment Center is designed to provide a centralized location for employers and job-seekers to ensure appropriate job-matching. Services are provided by multiple providers and are focused on zone residents to ensure their placement into permanent, meaningful jobs with livable wages. Staff will rotate here from other activities in the Bureau to provide client services.

Program Change

The Summer Food Service Program was incorrectly shown in this activity in 2000-01; the Program is correctly shown in the Contract Management activity for 2001-02 and the estimated 2000-01.

The Good Grades Pay Ambassador program expands by instituting a mentoring component for Ambassadors needing guidance with specific careers. A new component of the Good Grades Pay Program, "GGP Plus", will be developed and operated. This component will match high achieving youth, with 3.0 GPA and 95% attendance, to better paying summer jobs that offer career internships to help youth develop higher skills.

Additional recruitment efforts initiated in 2000-01 increase the applicant pool in the Good Grades Pay Program. The increase in participants served in the Good Grades Pay Program reflects the addition of the new "GGP Plus" component.

Participants in the BEST Program increase due to the addition of screening appointment days, from 2 to 5 days per week, and expanded program services.

Performance Indicators

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Budget</u> <u>2000-01</u>	<u>Budget</u> <u>2001-02</u>
WORKLOAD				
Applicants for Good Grades Pay	1,100	1,193	400	550
Applicants for CCC and TOPS	90	90	90	90
Applicants for BEST	193	300	360	360

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF HUMAN SERVICES

Performance Indicators

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
EFFICIENCY				
Participants in Good Grades Pay	810	529	250	275
Participants in CCC and TOPS	63	57	60	60
Participants in BEST	87	165	175	175
RESULTS				
Number of BEST participants employed	49	80	85	85

BEST - Basic Employability Skills Training

CCC - Community Conservation Corps.

TOPS - Teens on Patrol

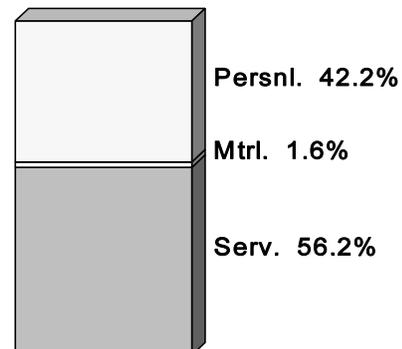
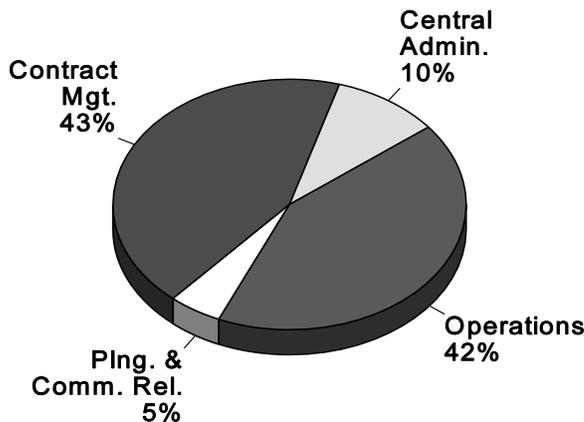
DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF HUMAN SERVICES
EXPENDITURE SUMMARY

12-29

Appropriation by Major Object	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Personnel Expenses	1,249,635	1,061,500	1,101,300	916,700
Materials & Supplies	26,048	26,600	38,500	34,200
Services	1,181,035	1,165,300	1,246,700	1,223,500
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	2,456,718	2,253,400	2,386,500	2,174,400

Appropriation by Activity	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Central Administration	284,157	242,700	265,100	217,000
Private Industry Council	94,635	0	0	0
Client/Corporate Services	351,598	0	0	0
Planning & Community Relations	138,063	107,900	113,300	117,600
Contract Management	407,905	976,800	460,800	935,600
Operations	601,559	926,000	1,547,300	904,200
Zone Employment Center	16,196	0	0	0
Summer Food Service	<u>562,605</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	2,456,718	2,253,400	2,386,500	2,174,400

Employee Years by Activity	1999-2000	2000-01	2000-01	2001-02
Central Administration	4.2	3.2	3.4	2.7
Private Industry Council	1.4	0.0	0.0	0.0
Client/Corporate Services	8.5	0.0	0.0	0.0
Planning & Community Relations	3.1	1.7	1.7	1.7
Contract Management	6.5	6.7	6.7	7.6
Operations	7.5	14.1	15.3	10.2
Zone Employment Center	0.0	0.0	0.0	0.0
Summer Food Service	<u>1.7</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total	32.9	25.7	27.1	22.2



DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF HUMAN SERVICES
PERSONNEL SUMMARY

FULL TIME POSITIONS				Central Administration	Planning & Community Relations	Contract Management	Operations
Br.	Title	Budget 2000-01	Proposed 2001-02				
33	Manager/Human Services Planning	1	1	1			
28	Manager of Employment & Training	1	1	1			
24	Associate Employment & Training Coordinator	2	1				1
24	Grants Specialist	1	1		1		
24	Senior Administrative Analyst	1	1			0.9	0.1
20	Community Program Planner	2	0				
20	Senior Employment & Training Coordinator	7	6		1	3	2
16	Administrative Assistant	1	1				1
16	Employment & Training Coordinator	1	1			1	
16	Employment Case Coordinator	1	1				1
16	Job Readiness Skills Trainer	1	1				1
16	Job Readiness Skills Trainer/Bilingual	1	1				1
11	Secretary/Bilingual	0	1	1			
9	Clerk II with Typing/Bilingual	1	0				
7	Clerk III with Typing	3	2			0.9	1.1
EMPLOYEE YEARS							
Full Time		24.0	19.0	3.0	2.0	5.8	8.2
Overtime		0.3	0.3	0.0	0.0	0.0	0.3
Part Time, Temporary, Seasonal		4.0	4.1	0.0	0.0	2.1	2.0
Less: Vacancy Allowance		<u>1.2</u>	<u>1.2</u>	<u>0.3</u>	<u>0.3</u>	<u>0.3</u>	<u>0.3</u>
Total		27.1	22.2	2.7	1.7	7.6	10.2

Purpose

The Undistributed Expense budget records allocations associated with, but not included in, departmental budgets or those that cannot reasonably be distributed to departmental budgets. The program includes costs for both current and non-current employee benefits, general risk management, payments to other agencies, and other miscellaneous expenditures.

Year-to-Year Comparison

	Budget <u>2000-01</u>	Budget <u>2001-02</u>	<u>Change</u>	Percent <u>Change</u>
<u>Main Functions</u>				
Employee Benefits - Current	33,381,900	40,072,800	6,690,900	20.0%
Employee Benefits - Non-Current	11,300,400	13,794,500	2,494,100	22.1%
General Risk Management	831,400	611,200	-220,200	-26.5%
Other	<u>2,679,800</u>	<u>2,612,000</u>	<u>-67,800</u>	-2.5%
	48,193,500	57,090,500	8,897,000	18.5%
Less: Intrafund Credit*	<u>75,900</u>	<u>79,100</u>	<u>3,200</u>	4.2%
Total	48,117,600	57,011,400	8,893,800	18.5%

*Reflects chargeback for Worker's Compensation costs.

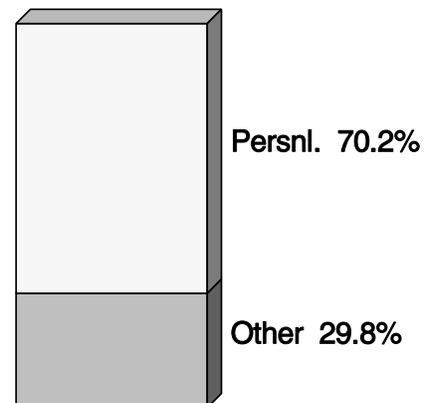
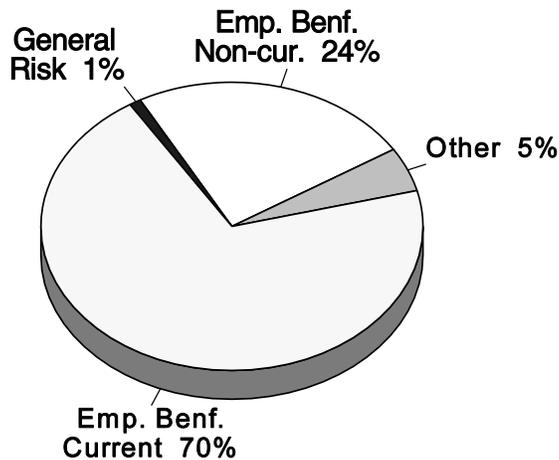
Major Change

Current employee benefits costs increase due to higher retirement costs and medical insurance costs	6,690,900
Non-Current employee benefits costs increase due to higher medical insurance costs	2,494,100
General Risk Management costs decrease due to reduced contributions to reserves	-220,200
Other expenses decrease after miscellaneous adjustments	-67,800

UNDISTRIBUTED EXPENSES EXPENDITURE SUMMARY

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	29,083,078	32,554,300	33,381,900	40,072,800
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Other	<u>12,364,621</u>	<u>15,515,500</u>	<u>14,811,600</u>	<u>17,017,700</u>
	41,447,699	48,069,800	48,193,500	57,090,500
Less: Intrafund Credit*	<u>67,871</u>	<u>92,700</u>	<u>75,900</u>	<u>79,100</u>
Total	41,379,828	47,977,100	48,117,600	57,011,400
Appropriation by Activity				
Employee Benefits - Current	29,083,078	32,554,300	33,381,900	40,072,800
Employee Benefits - Non-Current	9,606,980	11,430,200	11,300,400	13,794,500
General Risk Management	475,010	831,400	831,400	611,200
Other	<u>2,282,631</u>	<u>3,253,900</u>	<u>2,679,800</u>	<u>2,612,000</u>
	41,447,699	48,069,800	48,193,500	57,090,500
Less: Intrafund Credit*	<u>67,871</u>	<u>92,700</u>	<u>75,900</u>	<u>79,100</u>
Total	41,379,828	47,977,100	48,117,600	57,011,400

*Reflects chargeback for Worker's Compensation costs.



**UNDISTRIBUTED EXPENSES
EMPLOYEE BENEFITS – CURRENT**

NEW YORK STATE RETIREMENT SYSTEM

The City makes annual payments to the New York State Retirement System, which in turn is responsible for making pension payments to eligible retirees. The New York State Comptroller oversees the System. The City participates in nine separate programs, four for civilians and five for uniformed employees. Each program provides a different level of benefits. Employees are eligible for participation in the various programs based on their employment period, which is called a tier. Tiers are:

<u>Tier</u>	<u>Hire Date (by any qualified public employer)</u>	
	<u>Non-Uniformed Employees</u>	<u>Uniformed Employees</u>
1	Before July 1973	Before July 1973
2	July 1973 to July 1976	After July 1973
3	July 1976 to September 1983	Does not apply
4	After September 1983	Does not apply

The amount of the payment is the product of the wage base times the contribution rates for each tier. The wage base is the estimate by New York State of the wages and salaries earned during period April 1, 2001 to March 31, 2002. The Comptroller determines the contribution rates.

Year-to- Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	3,287,400	6,259,600	2,972,200

Major Change

Contribution rates increase due to lower projected earnings by the System	2,532,200
A more lucrative pension plan provided to uniformed employees increases expense	440,000

SOCIAL SECURITY

Under the provision of Federal law, the City contributes to the Social Security Trust Fund 7.65 percent of the first \$80,400, then 1.45 percent after that for salaries and wages earned by each eligible employee. Certain earnings and deductions are not subject to these rates, such as flexible spending and payments to disabled employees.

Year-to- Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	11,586,500	12,177,100	590,600

Major Change

Contributions increase due to wage base growth	590,600
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HOSPITAL & MEDICAL INSURANCE

The City provides hospitalization and medical benefits through various programs. Agreements with the different labor unions determines specific coverage and the amount contributed by the City. Currently, three benefit plans are offered to active employees: Blue Cross and Blue Shield, Blue Choice, and Preferred Care.

**UNDISTRIBUTED EXPENSES
EMPLOYEE BENEFITS – CURRENT**

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	12,709,800	14,754,100	2,044,300

Major Change

Insurance rates increase	1,985,900
Benefit costs for new positions are added	58,400

CAFETERIA BENEFITS PLAN

The City provides a Cafeteria Benefits Plan for Administrative, Professional, and Technical employees and Confidential employees. Under the Plan, an employee is given a credit allocation. The employee then allocates that credit toward various types of benefits and levels of coverage. Employees can choose among medical, dental, life, and disability insurances, and flexible spending accounts. The Plan began on January 1, 1996, and allocation decisions are made annually.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	2,568,500	3,101,800	533,300

Major Change

An inflationary allowance is made for the Plan year starting January 2002	262,000
Adjustment for current Plan year rate increases	103,600
Benefit costs for new positions are added	167,700

WORKER'S COMPENSATION

Under a self-insurance program, the City directly finances the costs of medical and compensation payments to employees injured on the job. A private insurance firm that is responsible for investigating claims, making payments, and estimating future reserve requirements administers the program.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	1,906,400	2,386,700	480,300
Less: Intrafund Credit	<u>75,900</u>	<u>79,100</u>	<u>3,200</u>
	1,830,500	2,307,600	477,100

Major Change

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Current Year Claims	229,400	241,100	11,700
Administrative Charge	59,000	59,000	0
State Assessments	325,000	400,000	75,000
Prior Years' Claims	<u>1,293,000</u>	<u>1,686,600</u>	<u>393,600</u>
Total	1,906,400	2,386,700	480,300
Less: Intrafund Credit	<u>75,900</u>	<u>79,100</u>	<u>3,200</u>
	1,830,500	2,307,600	477,100

**UNDISTRIBUTED EXPENSES
EMPLOYEE BENEFITS – CURRENT**

Chargebacks

<u>Department/Bureau</u>	<u>2000-01</u>	<u>2001-02</u>	<u>Department/Bureau</u>	<u>2000-01</u>	<u>2001-02</u>
COMMUNITY DEVELOPMENT	2,000	2,000	LIBRARY	2,000	2,000
ENVIRONMENTAL SERVICES			PARKS, RECREATION AND HUMAN SERVICES		
Commissioner	1,300	1,000	Parks & Recreation	20,000	32,300
Architecture & Engineering	300	300	Special Services	<u>10,500</u>	<u>2,000</u>
Operations	125,500	138,000	TOTAL:	30,500	34,300
Water & Lighting	18,000	25,000	UNDISTRIBUTED	12,000	9,000
Equipment Services	<u>8,000</u>	<u>12,000</u>	CITY TOTAL	229,400	241,100
TOTAL:	<u>163,100</u>	<u>176,300</u>	Interfund	153,500	162,000
EMERGENCY COMMUNICATIONS	2,000	2,000	Intrafund	75,900	79,100
POLICE	17,300	15,000	CITY TOTAL	229,400	241,100
FIRE	500	500			

DENTAL INSURANCE

Dental benefits are provided to three groups of active employees: American Federation of State, County and Municipal Employees (AFSCME); Police; and, Fire.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	1,268,700	1,338,500	69,800

Major Change

Insurance rates increase for Police and Fire 69,800

LIFE INSURANCE

The City provides term life insurance for all full time employees.

<u>Group</u>	<u>Coverage</u>	<u>Yearly Premium</u>
Civilian	\$5,000	\$19.20
Police	\$3,500	\$26.88
Fire	\$3,500	\$31.20

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	54,600	55,000	400

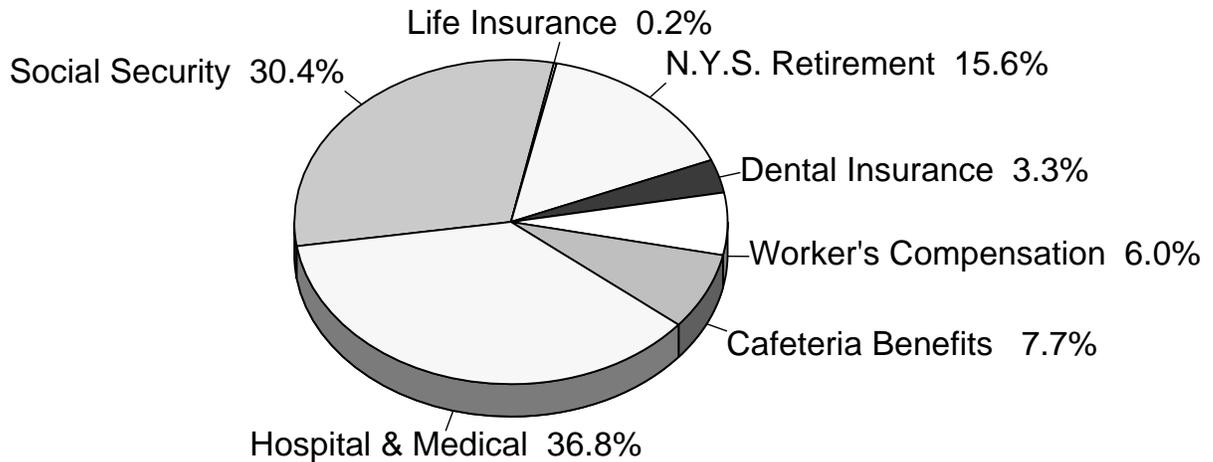
Major Change

Benefit costs for new positions are added 400

**UNDISTRIBUTED EXPENSES
EMPLOYEE BENEFITS – CURRENT
EXPENDITURE SUMMARY**

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	29,083,078	32,554,300	33,381,900	40,072,800
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	29,083,078	32,554,300	33,381,900	40,072,800
Less: Intrafund Credit*	<u>67,871</u>	<u>92,700</u>	<u>75,900</u>	<u>79,100</u>
Total	<u>29,015,207</u>	<u>32,461,600</u>	<u>33,306,000</u>	<u>39,993,700</u>
Appropriation by Activity				
New York State Retirement	1,708,966	1,828,300	3,287,400	6,259,600
Social Security	11,292,916	11,768,000	11,586,500	12,177,100
Hospital and Medical	10,306,151	12,482,700	12,709,800	14,754,100
Cafeteria Benefits Plan	2,025,193	2,492,600	2,568,500	3,101,800
Worker's Compensation	2,505,188	2,676,200	1,906,400	2,386,700
Dental Insurance	1,190,764	1,266,900	1,268,700	1,338,500
Life Insurance	<u>53,900</u>	<u>39,600</u>	<u>54,600</u>	<u>55,000</u>
	29,083,078	32,554,300	33,381,900	40,072,800
Less: Intrafund Credit*	<u>67,871</u>	<u>92,700</u>	<u>75,900</u>	<u>79,100</u>
Total	<u>29,015,207</u>	<u>32,461,600</u>	<u>33,306,000</u>	<u>39,993,700</u>

*Reflects chargeback for Worker's Compensation costs.



UNDISTRIBUTED EXPENSES
EMPLOYEE BENEFITS – NON-CURRENT

DISABLED/OLD PENSION

This activity includes the cost of a closed pension plan for police officers and firefighters, including surviving spouses, who retired before the City's participation in the New York State Retirement System. Revenue from the Foreign Insurance Fund partially offsets the cost of the firefighters' portion.

This activity also includes the cost of pension payments to permanently disabled firefighters who are entitled to collect the difference between the amount they receive from the New York State Retirement System and their current pay for the bracket and step that they held with the Fire Department at the time they separated from City employment.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	1,723,100	2,173,800	450,700

Major Change

The number of disabled firefighters increases from sixty-five to seventy-three	410,900
Payments increase due to a negotiated labor agreement	58,000
The cost of the closed pension plan decreases due to declining membership	-18,200

HOSPITAL & MEDICAL INSURANCE

The City provides hospital and medical benefits to eligible retirees.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	9,047,700	11,091,100	2,043,400

Major Change

Insurance rates increase	2,043,400
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DENTAL INSURANCE

Firefighters retiring after November 1, 1980 are eligible for dental insurance coverage.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	158,700	158,700	0

**UNDISTRIBUTED EXPENSES
EMPLOYEE BENEFITS – NON-CURRENT**

LIFE INSURANCE

Certain uniformed retirees are provided term life insurance benefits:

<u>Group</u>	<u>Coverage*</u>	<u>Yearly Premium</u>
Police Retirees	\$2,500	\$69.90
Fire Retirees	3,500	97.86

*Plus double indemnity for Fire Retirees.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	81,500	81,500	0

UNEMPLOYMENT COMPENSATION

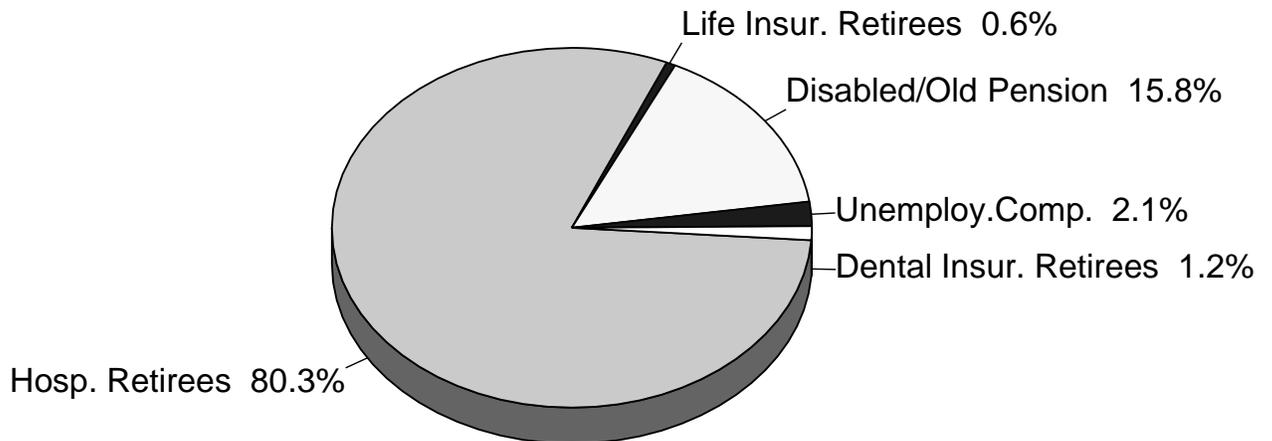
Individuals terminated from City employment under qualifying circumstances are eligible for unemployment benefits according to Federal guidelines. Quarterly payments are made to New York State based on actual claim experience.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	289,400	289,400	0

UNDISTRIBUTED EXPENSES
EMPLOYEE BENEFITS – NON-CURRENT
EXPENDITURE SUMMARY

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	0	0	0	0
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Other	<u>9,606,980</u>	<u>11,430,200</u>	<u>11,300,400</u>	<u>13,794,500</u>
Total	9,606,980	11,430,200	11,300,400	13,794,500
Appropriation by Activity				
Disabled/Old Pension	1,683,566	2,115,700	1,723,100	2,173,800
Hospital and Medical - Retirees	7,451,496	8,818,900	9,047,700	11,091,100
Dental Insurance - Retirees	158,700	158,500	158,700	158,700
Life Insurance - Retirees	58,762	78,700	81,500	81,500
Unemployment Compensation	<u>254,456</u>	<u>258,400</u>	<u>289,400</u>	<u>289,400</u>
Total	9,606,980	11,430,200	11,300,400	13,794,500



**UNDISTRIBUTED EXPENSES
GENERAL RISK MANAGEMENT**

GENERAL INSURANCE

The City is self-insured for general and automobile liability. A private firm, which handles all claims, administers the total insurance program. Contributions to Insurance Reserve are a reimbursement of actual enterprise fund claims made in the prior fiscal year.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	731,400	511,200	-220,200

Major Change

<u>Cost Components</u>	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Administrative Charge	77,400	76,600	-800
Insurance Premium - Major Claims	109,600	109,600	0
Contribution to the Insurance Reserve	<u>544,400</u>	<u>325,000</u>	<u>-219,400</u>
	731,400	511,200	-220,200

JUDGMENTS & CLAIMS

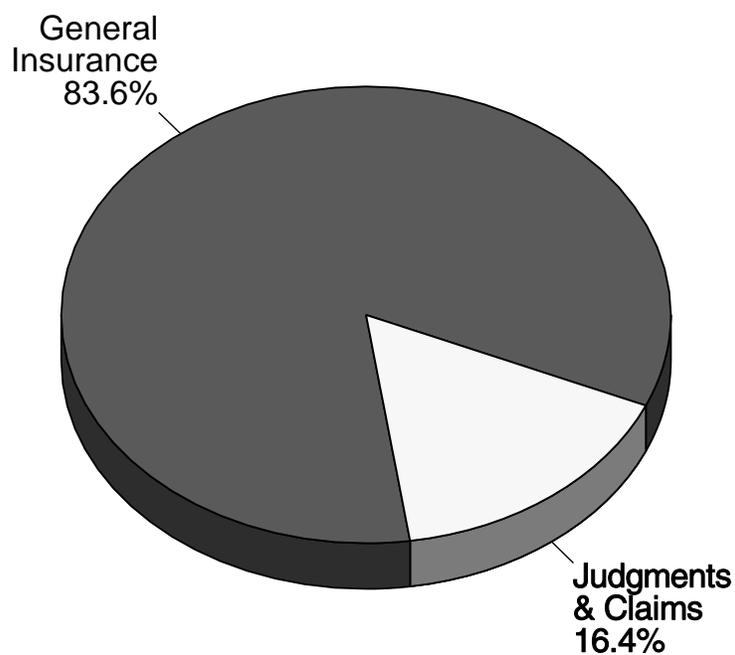
The Judgments and Claims account is used to pay the City's liability for judgment-based obligations that may occur outside of the normal tort litigation covered by the City's general insurance.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	100,000	100,000	0

UNDISTRIBUTED EXPENSES
GENERAL RISK MANAGEMENT
EXPENDITURE SUMMARY

	<u>Actual</u> 1999-2000	<u>Estimated</u> 2000-01	<u>Amended</u> 2000-01	<u>Proposed</u> 2001-02
Appropriation by Major Object				
Personnel Expenses	0	0	0	0
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Other	<u>475,010</u>	<u>831,400</u>	<u>831,400</u>	<u>611,200</u>
Total	475,010	831,400	831,400	611,200
Appropriation by Activity				
General Insurance	474,985	731,400	731,400	511,200
Judgments and Claims	<u>25</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
Total	475,010	831,400	831,400	611,200



**UNDISTRIBUTED EXPENSES
OTHER**

PAYMENTS TO OTHER GOVERNMENTS

This activity provides for payments to other governments for charges and services. Monroe County Pure Waters Agency charges the City for waste water removal at City-owned properties. The charge is based on both assessed property value and water consumption. Also included are taxes remitted to suburban school districts for school purposes.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	696,900	696,900	0

EMPLOYEE DEVELOPMENT

This activity provides for the development of City employees through various training programs, tuition reimbursement, and Total Quality Management (TQM) initiatives.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	281,900	271,900	-10,000

Major Change

Startup costs for an Employee Suggestion Program do not recur -10,000

CABLE TV AGREEMENTS

This activity includes an agreement with WXXI-TV to operate City 12 as the government access channel.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	166,700	172,400	5,700

Major Change

An adjustment is made for inflation 5,700

TIME BANK ACCRUAL

To comply with the Governmental Accounting Standards Board (GASB) standards, specific time banks are required to be accrued by the City. Vacation time and uniformed compensatory time earned, but not yet taken, are accrued as an expense.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	600,000	400,000	-200,000

Major Change

An allowance made in 2000-01 for higher than usual retirements is not repeated -200,000

UNDISTRIBUTED EXPENSES
OTHER

TITLE REPORTS

This activity includes agreements with title companies that search titles of properties in foreclosure actions and issue title reports.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	161,400	161,400	0

EFFICIENCY & EFFECTIVENESS INITIATIVES

This activity supports initiatives seeking greater efficiency and enhanced effectiveness in City operations.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	110,000	100,000	-10,000

Major Change

The allocation is reduced based on budget constraints

-10,000

MISCELLANEOUS

This activity reserves funds for various expenditures that do not pertain to a specific department, such as the employee bus pass subsidy, flexible spending, safe driver awards, employee assistance program, medical services, and child care referral services. Also included are the Leadership Rochester Program, and annual memberships in Public Technologies, Inc. and International Sister Cities.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	662,900	809,400	146,500

Major Change

Support is provided for the reverse-commute program, media outreach, Freedom Trail and other events

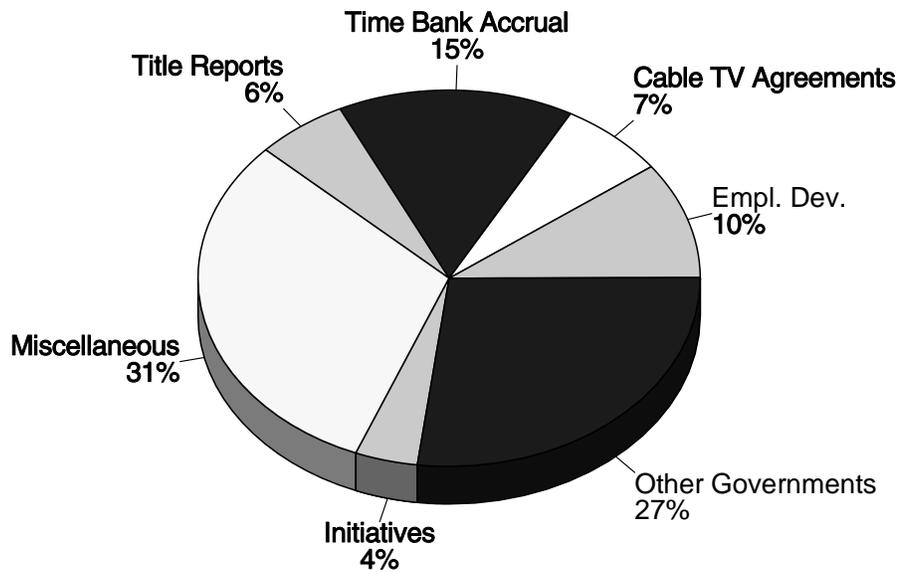
150,000

Net of other adjustments

-3,500

**UNDISTRIBUTED EXPENSES
OTHER
EXPENDITURE SUMMARY**

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	0	0	0	0
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Other	<u>2,282,631</u>	<u>3,253,900</u>	<u>2,679,800</u>	<u>2,612,000</u>
Total	2,282,631	3,253,900	2,679,800	2,612,000
Appropriation by Activity				
Payments to Other Governments	672,196	696,900	696,900	696,900
Employee Development	196,790	236,000	281,900	271,900
Cable TV Agreements	163,900	167,200	166,700	172,400
Time Bank Accrual	156,784	600,000	600,000	400,000
Title Reports	171,200	161,400	161,400	161,400
Efficiency & Effectiveness Initiatives	200,000	156,100	110,000	100,000
Miscellaneous	<u>721,761</u>	<u>1,236,300</u>	<u>662,900</u>	<u>809,400</u>
Total	2,282,631	3,253,900	2,679,800	2,612,000



Contingency provides funds for difficult to project or otherwise unforeseen expenditures. The City Council specifically authorizes each expenditure through a budget transfer to the department incurring the expense.

Year-to-Year Comparison

	<u>Budget 2000-01</u>	<u>Budget 2001-02</u>	<u>Change</u>	<u>Percent Change</u>
Budget	1,378,500	5,305,000	3,926,500	284.8%

Major Change

An allocation is provided for difficult to project or unforeseen expenditures, including the incremental costs of a pending labor agreement 3,926,500

**CONTINGENCY
EXPENDITURE SUMMARY**

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	0	0	0	0
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Other	<u>0</u>	<u>1,378,500</u>	<u>1,378,500</u>	<u>5,305,000</u>
Total	0	1,378,500	1,378,500	5,305,000
Appropriation by Activity				
General Contingency*	0	1,378,500	1,378,500	5,305,000

*Reflects remaining contingency after amendments. The original 1999-2000 contingency was \$3,772,400; in 2000-01 it was \$8,453,400.

The Capital Expense budget finances the construction or reconstruction of facilities and services, the acquisition and replacement of vehicles and equipment, and certain other projects and improvements that provide benefits over a multi-year period. To be included in this budget, a project or item must be consistent with the definition of "capital object or purpose" included in Section 11 of New York State Local Finance Law.

The financing of these capital projects may occur principally through two means. First, a direct appropriation may be made; this type of appropriation is included in the Cash Capital section. Second, funds for the project may be obtained through the issuance of bonds and notes, two forms of borrowing. The subsequent repayment of these borrowed funds and the related interest costs is called "debt service". Appropriations for these expenses are included in the Debt Service section.

To plan for capital expenditures over a period of years and to ensure that equipment replacement and building renovations are made when economically feasible and needed, a Capital Improvement Program (CIP) is prepared anticipating capital investments and their proposed sources of funding for a five year period. The CIP is included in this section as a separate document. The first year's program in each five-year CIP provides the basis for the Cash Capital appropriation and the annual Debt Authorization Plan.

Year-to-Year Comparison

Category	Budget	Budget	Change	Percent Change
	<u>2000-01</u>	<u>2001-02</u>		
Cash Capital	32,875,700	23,771,000	-9,104,700	-27.7%
Debt Service	<u>36,573,800</u>	<u>37,142,200</u>	<u>568,400</u>	1.6%
Total	69,449,500	60,913,200	-8,536,300	-12.3%

Major Change

– Cash Capital

New Projects:

- Project Uplift - an annual street lighting program to increase illumination where beneficial 65,000
- Planning for alternatives to the Inner Loop including traffic and environmental studies 25,000
- *Changes in Existing Projects from 2000-01:*
- No new allocation is provided for the Building Renovation program as funds are available from prior years -3,429,000
- The Motor Equipment allocation for Police in 2000-01 included the planned 2001-02 allocation in an accelerated program. The allocation for 2000-01, originally planned to be zero, has been adjusted to \$542,000 to accommodate the acquisition of vehicles for officers added to the force in recent years. -2,434,000
- Fire Apparatus replacement is rescheduled by deferring the purchase of a Midi-pumper until 2002-03 and using that allocation to defray Departmental operating expenses -2,360,000
- City share of the Asphalt Milling, Resurfacing and Curb replacement project is converted from Cash Capital to Debt -2,307,000
- City share of the Residential Street Rehabilitation project is converted from Debt to Cash Capital 1,805,000
- Funding for Land Acquisition and Demolition converts from Debt to Cash Capital 1,408,000
- Housing Opportunity (South River Corridor) receives second phase of funding 1,225,000
- Maple Street (Mt. Read Blvd. - Glide Street), second year of two year project, as planned 743,000
- Construction funding for the Atlantic/Woodstock subdivision 600,000
- A cyclical reduction in motor equipment expenses attributable to the General Fund -413,000

Major Change

Projects or Project elements that will not recur :

● Recreation Center gym floor reconstruction	-1,310,000
● Webster Avenue HVAC and Ice Rink Reconstruction	-618,500
● Hemlock Gatehouse Tunnel Access Rehabilitation	-315,000
● 3-1-1 Non-Emergency Reporting System	-115,000

Purchasing Power Parity Increments

91,000

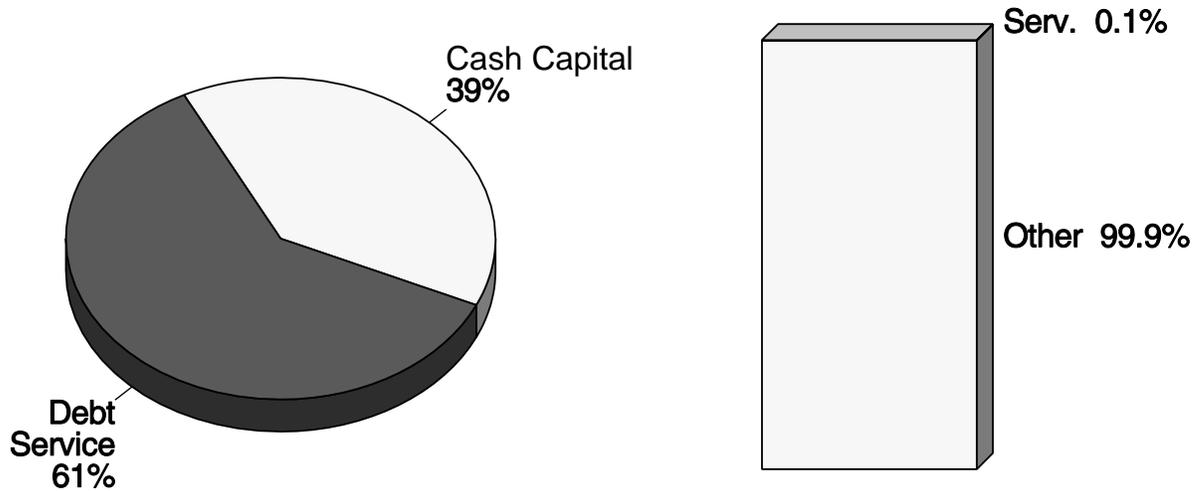
Additional Information in each category is provided in the sections that follow

– Debt Service

Expenditures increase in accordance with debt payment schedules	568,400
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CAPITAL EXPENSE EXPENDITURE SUMMARY

	<u>Actual</u> <u>1999-2000</u>	<u>Estimated</u> <u>2000-01</u>	<u>Amended</u> <u>2000-01</u>	<u>Proposed</u> <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	0	0	0	0
Materials & Supplies	0	0	0	0
Services	39,332	39,400	39,400	39,400
Other	<u>74,309,868</u>	<u>69,410,100</u>	<u>69,410,100</u>	<u>60,873,800</u>
Total	74,349,200	69,449,500	69,449,500	60,913,200
Appropriation by Activity				
Cash Capital	36,867,300	32,875,700	32,875,700	23,771,000
Debt Service	<u>37,481,900</u>	<u>36,573,800</u>	<u>36,573,800</u>	<u>37,142,200</u>
Total	74,349,200	69,449,500	69,449,500	60,913,200



**CAPITAL EXPENSE
CASH CAPITAL**

TRANSPORTATION

The Transportation category includes the following ongoing infrastructure rehabilitation programs:

- Arterial Improvements
- Asphalt Milling, Resurfacing and Curb Replacement
- Residential Street Rehabilitation
- Residential Street Treatment
- Hazardous Sidewalk Program
- Street Planning and Design
- Bridge Improvement Program
- Bridge Reconstruction and Rehabilitation

Funding in this category includes utility work done together with street improvement projects.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
	6,368,000	6,047,000	-321,000

Major Change

Changes in Existing Projects from 2000-01:

● City share of the Asphalt Milling, Resurfacing and Curb replacement project is converted from Cash Capital to Debt	-2,307,000
● City share of the Residential Street Rehabilitation project is converted from Debt to Cash Capital	1,805,000
● Maple Street (Mt. Read Blvd. - Glide Street), second year of two year project, as planned	743,000
● Ridgeway Avenue (Dewey Avenue - Ridge Road) project deferred one year	-145,000
● Chili Avenue (West City Line - Main Street), second year of three year project	-138,000
● Pont-de-Rennes Bridge, second year of two year project, as planned	-90,000
● Annual Street Treatment program, as planned	-73,000
● South Plymouth Avenue (Barton Street - Ford Street), second year of three year project, as planned	-65,000
● Lexington Avenue (Mt. Read - Dewey Avenue) - Phase I advanced due to availability of Federal funds	28,000
● Broad Street Subway Tunnel (East Approach), second year of two year project, as planned	-23,000
● Annual Street Planning and Design program, as planned	-15,000
● Elmwood Avenue Bridge, second year of two year program, as planned	-8,000
● Highland Avenue (Monroe Avenue - East City Line), second year of two year program, as planned	2,000
● Asphalt Milling, Resurfacing and Curb Replacement. Monroe County Traffic Share	2,000
● <i>Projects or Project elements that will not recur :</i>	
● St. Paul Street (Avenue E - Norton Street)	-58,000
● Lake Avenue (Burley Road - Lake Ontario State Parkway)	-34,000

Major Change

Purchasing Power Parity Increments:

- Hazardous Sidewalk program 26,000
- Residential Street Rehabilitation 22,000
- Bridge Improvement Program 7,000

WATER SYSTEM

The Water System category encompasses both the supply and distribution systems, which provide safe and reliable sources of water to the City. Improvements funded in this category include the cleaning and lining of water mains, replacement of hydrants, valves and meters, and conduit and watershed improvements.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
	1,981,000	1,714,000	-267,000

Major Change

Changes in Existing Projects from 2000-01:

- Conclusion of residential water meter replacement program and continuing project to replace industrial meters, as planned -220,000
- Holly Water Main replacement, first year of two year project, as planned 200,000
- Rehabilitation of masonry joints at Rush Reservoir, as planned 32,000

Projects or Project elements that will not recur :

- Hemlock Gatehouse Tunnel Access Rehabilitation -315,000

Purchasing Power Parity Increments:

- Water Main Cleaning and Lining 28,000
- Hydrant and Valve replacement 6,000
- Conduit Valve and Vault Rehabilitation at the Upland facility 2,000

PUBLIC SAFETY

The Public Safety category finances the replacement program for equipment used by the Police, Fire, and Emergency Communications units.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
	6,329,200	1,142,000	-5,187,200

**CAPITAL EXPENSE
CASH CAPITAL**

Major Change*New Project:*

- Project Uplift - an annual street lighting program to increase illumination where beneficial 65,000

Changes in Existing Projects from 2000-01:

- The Motor Equipment allocation for Police in 2000-01 included the planned 2001-02 allocation in an accelerated program. The allocation for 2000-01, originally planned to be zero, has been adjusted to \$542,000 to accommodate the acquisition of vehicles for Officers added to the force in recent years. -2,434,000
- Fire Apparatus replacement is rescheduled by deferring the purchase of a Midi-pumper until 2002-03 and using that allocation to defray departmental operating expenses -2,360,000
- Modernization of the electronic surveillance capacity of the Police Department 52,000
- Scheduled replacement of Fire Department sedans and stations wagons, as planned -24,000

Projects or Project elements that will not recur :

- Installation of floor exhausts in Fire Stations -218,000
- 3-1-1 Non-Emergency Reporting System -115,000
- Appropriation of Forfeiture Funds - Police Department -85,200
- Livable Communities Program -50,000
- Weed & Seed Program -25,000

Purchasing Power Parity Increments:

- Small Equipment - Fire Department 7,000

RECREATION & CULTURE

This category includes equipment replacement and facility improvements for parks, cemeteries, recreation centers, and the Community Library.

Year-to-Year Comparison

<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
3,476,500	1,622,000	-1,854,500

Major Change*New Project:*

- Trail Improvement Program transfers from the General City Development Category and funds are provided to comply with City Council Resolution 2000-18 creating a series of neighborhood trail links 250,000

Changes in Existing Projects from 2000-01:

- While funding continues for Manhattan Square Park design and construction, cash capital funds are not required in 2001-02 -250,000
- Scheduled replacement of motor equipment for the Department of Parks, Recreation and Human Services is updated to reflect findings of a needs assessment 90,000
- Scheduled replacement of a vehicle used by the Library 25,000
- Replacement of Library materials and equipment, as planned -3,000

Major Change

Projects or Project elements that will not recur :

● Recreation Center gym floor reconstruction	-1,310,000
● Webster Avenue HVAC and Ice Rink Reconstruction	-618,500
● Genesee Valley Park Improvements	-50,000
● Rundel Library Foundation and NYS Special Legislative Grant	-5,000

Purchasing Power Parity Increments:

● General Rehabilitation - Park and Recreation Sites	12,000
● Department of Parks, Recreation and Human Services - Small Equipment	4,000
● Department of Parks, Recreation and Human Services - Office Equipment	1,000

GENERAL CITY DEVELOPMENT

Projects to preserve and enhance the employment and tax bases of the City are included in this category.

Year-to-Year Comparison

<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
4,823,000	7,539,000	2,716,000

Major Change

New Project:

● Planning for alternatives to the Inner Loop including traffic and environmental studies	25,000
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Changes in Existing Projects from 2000-01:

● Funding for Land Acquisition and Demolition converts from Debt to Cash Capital	1,408,000
● Housing Opportunity (South River Corridor) receives second phase of funding	1,225,000
● Construction funding for the Atlantic/Woodstock subdivision	600,000
● Trail Improvement Program moves to Recreation and Culture Category	-250,000
● Acquisition of rail right of way, second year of two year project, as planned	-230,000
● Port of Rochester - River Channel and Navigation Improvements, as planned	-100,000
● Downtown Housing Opportunity, second year of three year project, as planned	90,000
● Port Development - Beach Avenue and Port Gateway Improvements, as planned	-40,000

Projects or Project elements that will not recur :

● Port of Rochester - Right of Way Acquisition	-27,000
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Purchasing Power Parity Increments:

● Municipal Garage Renovations	12,000
● Downtown Streetscape	2,000
● Parking Meters and Garage Equipment Replacement	1,000

**CAPITAL EXPENSE
CASH CAPITAL**

FACILITIES & EQUIPMENT

Municipal facilities are maintained through annual renovation programs for roofs, windows, electrical and mechanical systems, safety features, fuel stations, parking areas, and general structures. Specific improvements are scheduled in each program; in addition, separate allocations are provided for unique facilities.

The General Equipment subcategory consists of the ongoing replacement programs for general office equipment, non-motorized field equipment, and information processing systems.

The Motor Equipment subcategory provides funds for the scheduled replacement of heavy and light motor equipment and sedans for Administration, Finance, Community Development, Economic Development, and Environmental Services. Motor Equipment for Parks, Recreation and Human Services and Community Library and Police, Fire, and Emergency Communications are funded in the Recreation/Culture and Public Safety categories, respectively.

Year-to-Year Comparison

<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
9,898,000	5,707,000	-4,191,000

Major Change

Changes in Existing Projects from 2000-01:

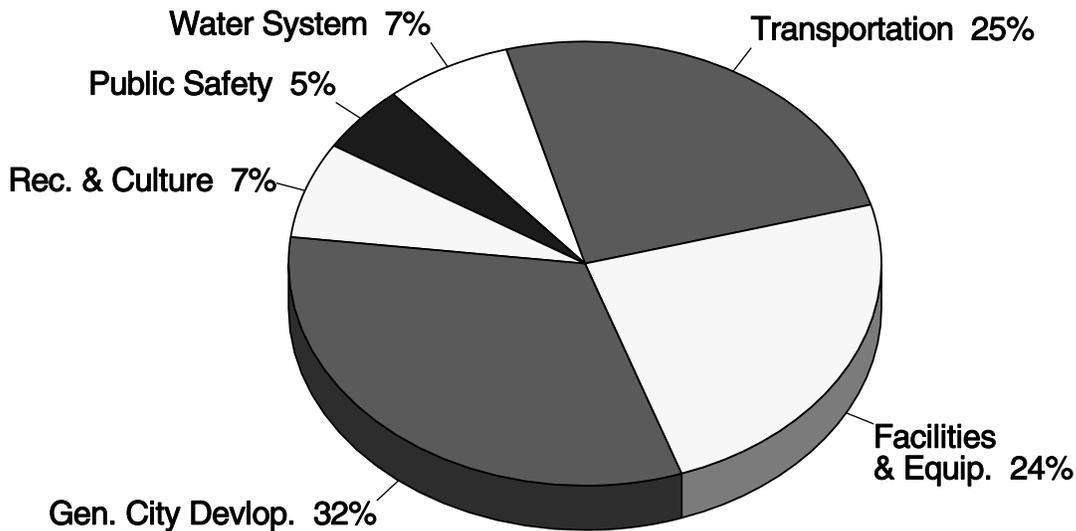
- No new allocation is provided for the Building Renovation program as funds are available from prior years -3,429,000
- A cyclical reduction in motor equipment expenses attributable to the General Fund -413,000
- Hazardous waste remediation expenses updated to reflect 2001-02 activity -247,000
- Annual office automation plan scheduled expense -141,000
- Duplicating equipment replacement plan scheduled expense 20,000

Purchasing Power Parity Increments:

- City-wide tree maintenance 8,000
- Small equipment replacement program for Environmental Services and Economic Development 8,000
- Rundel Library Building ongoing maintenance 2,000
- Geographic Information System standard allocation 1,000

**CAPITAL EXPENSE
CASH CAPITAL
EXPENDITURE SUMMARY**

	Actual <u>1999-2000</u>	Estimated <u>2000-01</u>	Amended <u>2000-01</u>	Proposed <u>2001-02</u>
Appropriation by Major Object				
Personnel Expenses	0	0	0	0
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Other	<u>36,867,300</u>	<u>32,875,700</u>	<u>32,875,700</u>	<u>23,771,000</u>
Total	36,867,300	32,875,700	32,875,700	23,771,000
Appropriation by Activity				
Transportation	8,038,100	6,368,000	6,368,000	6,047,000
Water System	1,879,000	1,981,000	1,981,000	1,714,000
Public Safety	7,617,600	6,329,200	6,329,200	1,142,000
Recreation & Culture	1,346,000	3,476,500	3,476,500	1,622,000
General City Development	7,479,000	4,823,000	4,823,000	7,539,000
Facilities & Equipment	<u>10,507,600</u>	<u>9,898,000</u>	<u>9,898,000</u>	<u>5,707,000</u>
Total	36,867,300	32,875,700	32,875,700	23,771,000



**CAPITAL EXPENSE
DEBT SERVICE**

PRINCIPAL PAYMENT

Principal payments consist of annual installment payments on long-term borrowing (Serial Bonds), Tax Repayment Fund, and short-term borrowing (Bond Anticipation Notes).

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Serial Bonds & Tax Repayment Fund	22,148,100	23,660,800	1,512,700
Bond Anticipation Notes	<u>4,572,500</u>	<u>2,760,600</u>	<u>-1,811,900</u>
Total	26,720,600	26,421,400	-299,200

INTEREST PAYMENT

This category consists of annual payments of interest on long-term borrowing (Serial Bonds), Tax Repayment Fund, and short-term borrowing (Bond Anticipation Notes).

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Serial Bonds & Tax Repayment Fund	7,972,000	8,052,100	80,100
Bond Anticipation Notes	<u>1,881,200</u>	<u>2,629,300</u>	<u>748,100</u>
Total	9,853,200	10,681,400	828,200

The following table illustrates the actual rates on borrowing contracted by the City during 2000-01. Rates vary with the type of borrowing, size of the issue, and general market conditions.

<u>Date</u>	<u>Type of Issue</u>	<u>Interest Rate</u>
February 2001	Serial Bonds	4.06
February 2001	Serial Bonds	4.27
February 2001	Bond Anticipation Notes	3.28
February 2001	Bond Anticipation Notes	3.29
February 2001	Bond Anticipation Notes	3.25

CAPITAL EXPENSE
DEBT SERVICE

Statement of Indebtedness - June 30, 2001

<u>Category</u>	<u>Bonds</u>	<u>Notes</u>	<u>Total</u>
General	107,820,720	37,468,050	145,288,770
Sewer*	10,504,000	1,189,000	11,693,000
Water	34,820,280	3,590,500	38,410,780
School	<u>116,530,000</u>	<u>41,433,450</u>	<u>157,963,450</u>
	269,675,000	83,681,000	353,356,000
Less:			
Items not subject to Constitutional Limit:			
-Sewer (partial)			5,301,000
-Water			38,254,800
Constitutional Debt			309,800,200
Constitutional Debt Limit			<u>436,659,686</u>
(equal to 9% of the most recent five year average full assessed value)			
Debt Contracting Margin			126,859,486

*\$5,875,000 to be reimbursed by Monroe County Pure Waters

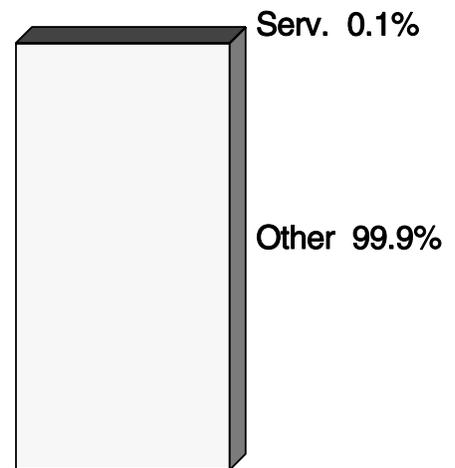
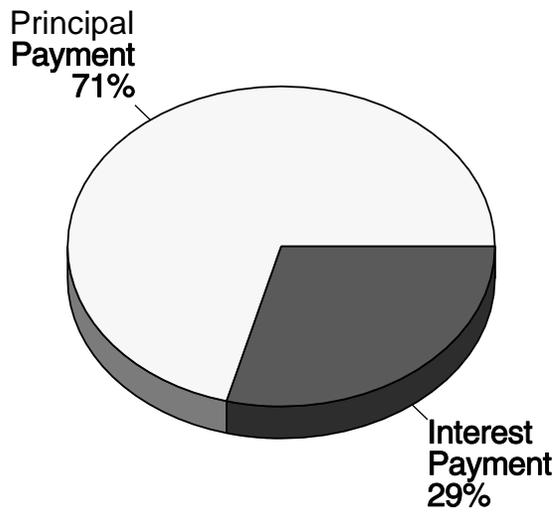
**CAPITAL EXPENSE
DEBT SERVICE**

BOND DEBT MATURITIES (Principal, All Funds)
JUNE 30, 2001

<u>Fiscal Year</u>	<u>City</u>	<u>School</u>	<u>Total</u>
2001-02	22,555,000	22,405,000	44,960,000
2002-03	20,160,000	21,945,000	42,105,000
2003-04	18,425,000	18,780,000	37,205,000
2004-05	16,680,000	15,140,000	31,820,000
2005-06	14,025,000	9,855,000	23,880,000
2006-07	9,815,000	9,615,000	19,430,000
2007-08	7,060,000	6,085,000	13,145,000
2008-09	5,675,000	5,105,000	10,780,000
2009-10	4,675,000	2,770,000	7,445,000
2010-11	3,755,000	1,970,000	5,725,000
2011-12	3,015,000	1,720,000	4,735,000
2012-13	2,675,000	960,000	3,635,000
2013-14	2,260,000	90,000	2,350,000
2014-15	2,115,000	90,000	2,205,000
2015-16	1,935,000		1,935,000
2016-17	1,930,000		1,930,000
2017-18	1,870,000		1,870,000
2018-19	1,870,000		1,870,000
2019-20	1,870,000		1,870,000
2020-21	1,875,000		1,875,000
2021-22	1,865,000		1,865,000
2022-23	1,855,000		1,855,000
2023-24	1,550,000		1,550,000
2024-25	1,520,000		1,520,000
2025-26	1,030,000		1,030,000
2026-27	905,000		905,000
2027-28	180,000		180,000
TOTAL	<u>153,145,000</u>	<u>116,530,000</u>	<u>269,675,000</u>

**CAPITAL EXPENSE
DEBT SERVICE
EXPENDITURE SUMMARY**

	<u>Actual 1999-2000</u>	<u>Estimated 2000-01</u>	<u>Amended 2000-01</u>	<u>Proposed 2001-02</u>
Appropriation by Major Object				
Personnel Expenses	0	0	0	0
Materials & Supplies	0	0	0	0
Services	39,332	39,400	39,400	39,400
Other	<u>37,442,568</u>	<u>36,534,400</u>	<u>36,534,400</u>	<u>37,102,800</u>
Total	37,481,900	36,573,800	36,573,800	37,142,200
Appropriation by Activity				
Principal Payment	27,090,400	26,720,600	26,720,600	26,421,400
Interest Payment	<u>10,391,500</u>	<u>9,853,200</u>	<u>9,853,200</u>	<u>10,720,800</u>
Total	37,481,900	36,573,800	36,573,800	37,142,200



CAPITAL EXPENSE
CIP DOCUMENT NOTES

This *CIP Document Notes* section shows two things. First is an erratum section that makes corrections to the CIP document published in April, 2001. Second is a table of the total expenditures proposed and the financial impact of the CIP program on the City's outstanding debt and tax levy for debt and cash capital. Assessed values and the distribution between the Homestead and Non-Homestead property categories are held at 2001-02 levels throughout the five-year period. The April version of the CIP concludes this section of the budget.

ERRATA

The following corrections should be made:
Items to be deleted are in italics; items to be added are in bold.

1. Page 6

SUMMARY BY DEPARTMENT (\$000)

<u>Department</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
<i>Environmental Services</i>	<i>42,225</i>	<i>43,141</i>	<i>69,055</i>	<i>30,362</i>	<i>42,826</i>	<i>227,879</i>
Total	57,081	79,404	104,800	53,575	55,287	350,147

<u>Department</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
<i>Environmental Services</i>	<i>42,232</i>	<i>43,141</i>	<i>69,055</i>	<i>30,362</i>	<i>42,826</i>	<i>227,886</i>
Total	57,088	79,404	104,800	53,575	55,287	350,154

2. Page 14

TRANSPORTATION

T-4 Residential Street Rehabilitation

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
<i>General Debt</i>	<i>1,805,000</i>	<i>1,838,000</i>	<i>1,871,000</i>	<i>1,903,000</i>	<i>1,962,000</i>	<i>9,379,000</i>
General Cash Capital	1,805,000	1,838,000	1,871,000	1,903,000	1,962,000	9,379,000

CAPITAL EXPENSE
CIP DOCUMENT NOTES
TAX RATES

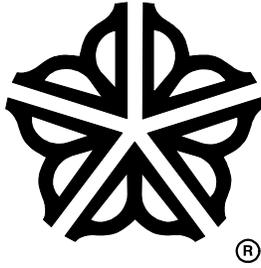
15-15

TAX RATES FOR DEBT SERVICE

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Expense (\$000)						
Existing Debt	37,142.2	32,651.4	29,568.7	26,512.0	22,362.6	148,236.9
New Program		<u>2,956.0</u>	<u>10,984.2</u>	<u>15,801.6</u>	<u>19,653.0</u>	<u>49,394.8</u>
	37,142.2	35,607.4	40,552.9	42,313.6	42,015.6	197,631.7
Revenue (\$000)						
Premium and Interest Fund	789.0	820.5	820.5	820.5	820.5	4,071.0
Monroe County Pure Waters	1,928.0	1,094.2	765.6	710.3	601	4,498.1
In Lieu of Tax Payments	5,219.2	5,219.2	5,219.2	5,219.2	5,219.2	26,096.0
Retirement Reserve Transfer	1,510.2	1,438.4	1,366.5	1,299.4	1,227.4	6,841.9
Tax Repayment Fund	1,129.4	1,129.3	1,127.3	1,128.8	1,128.1	5,642.9
Enterprise Funds	<u>12,919.3</u>	<u>12,711.9</u>	<u>13,236.0</u>	<u>13,621.1</u>	<u>13,925.6</u>	<u>66,413.9</u>
	23,495.1	22,413.5	22,535.1	22,799.3	22,922.1	113,563.8
Tax Revenue Required (\$000)	13,647.1	13,193.9	18,017.8	19,514.3	19,093.5	84,067.9
Tax Reserve	<u>794.3</u>	<u>767.9</u>	<u>1,048.7</u>	<u>1,135.8</u>	<u>1,111.3</u>	<u>4,654.8</u>
Tax Levy Required (\$000)	14,441.4	13,961.8	19,066.5	20,650.1	20,204.8	84,634.2
Tax Rate per \$1,000 Assessed Value						
Homestead	2.09	2.02	2.76	2.99	2.68	
Non-Homestead	4.48	4.33	5.92	6.41	6.25	

TAX RATES FOR CASH CAPITAL

	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Expense (\$000)						
General Cash Capital	14,790.0	18,809.0	17,963.0	17,545.0	18,321.0	87,428.0
Library Cash Capital	537.0	527.0	536.0	545.0	562.0	2,707.0
Local Works Cash Capital	1,918.0	1,164.0	1,864.0	1,919.0	3,170.0	10,035.0
Water Cash Capital	3,701.0	3,278.0	3,183.0	2,924.0	3,298.0	16,384.0
War Memorial Cash Capital	116.0	180.0	192.0	153.0	158.0	799.0
Parking Cash Capital	601.0	622.0	833.0	643.0	663.0	3,362.0
Cemetery Cash Capital	151.0	201.0	196.0	177.0	192.0	192.0
Refuse Cash Capital	<u>1,957.0</u>	<u>2,219.0</u>	<u>3,530.0</u>	<u>365.0</u>	<u>3,950.0</u>	<u>12,021.0</u>
	23,771.0	27,000.0	28,297.0	24,271.0	30,314.0	132,928.0
Revenue (\$000)						
Monroe County Traffic Shares	357.0	610.0	326.0	364.0	293.0	1,950.0
CHIPS	2,360.5	2,360.5	2,360.5	2,360.5	2,360.5	11,802.5
Enterprise Funds	<u>8,444.0</u>	<u>7,664.0</u>	<u>9,798.0</u>	<u>6,181.0</u>	<u>11,431.0</u>	<u>43,518.0</u>
	11,161.5	10,634.5	12,484.5	8,905.5	14,084.5	57,270.5
Tax Revenue Required (\$000)	12,609.5	16,365.5	15,812.5	15,365.5	16,229.5	76,382.5
Tax Reserve	<u>733.9</u>	<u>952.5</u>	<u>920.3</u>	<u>894.3</u>	<u>944.6</u>	<u>4,445.5</u>
Tax Levy Required (\$000)	13,343.4	17,318.0	16,732.8	16,259.8	17,174.1	80,828.0
Tax Rate per \$1,000 Assessed Value						
Homestead	1.93	2.22	2.13	2.06	2.18	
Non-Homestead	4.14	4.77	4.58	4.42	4.68	



Capital Improvement Program

2001-02 through 2005–2006
City of Rochester, New York
April 30, 2001

CITY OFFICIALS

City Council

Lois J. Giess (East District)

President

Gladys Santiago (At-Large)

Vice President

Brian F. Curran (At-Large)

Benjamin L. Douglas (Northeast District)

Nancy K. Griswold (At-Large)

Tim O. Mains (At-Large)

Wade S. Norwood (At-Large)

Robert J. Stevenson (Northwest District)

Tony M. Thompson (South District)

Mayor

William A. Johnson, Jr.

Deputy Mayor

Jeffrey T. Carlson

Bureau of Budget & Efficiency

Richard W. Hannon, Director of Budget & Efficiency

Staff

William M. Ouzer, Assistant to Director of Budget & Efficiency

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CAPITAL EXPENDITURES

The Capital Improvement Program (CIP) is a financing plan for the construction or reconstruction of facilities and services, the acquisition and replacement of vehicles and equipment, and certain other projects and improvements that provide benefits over a multi-year period. To be included in the capital program, a project or item must be consistent with the definition of "capital object or purpose" included in Section 11 of the New York State Local Finance Law.

The financing of capital projects may occur through three means. First, a direct appropriation may be made; this type of appropriation is also known as "cash capital". Second, funds for projects may be obtained through the issuance of bonds and notes, two forms of debt. The subsequent repayment of this debt and related interest costs is called "debt service". Funding for repayment of debt is included in the Debt Service allocation of the annual operating budget. Third, full or partial funding for some projects is obtained from outside agencies.

CIP DOCUMENT

This document represents a five-year capital investment program organized in two parts.

The first part is a financial summary of the recommended program. Categories, funding sources and departments are summarized in this section.

The second part presents project detail organized by six functional program categories. The program categories used in this document are: Transportation, Water System, Public Safety, Recreation and Culture, General City Development, and Facilities and Equipment.

Each program category is prefaced by a narrative description, a table displaying support for "Rochester 2010: The Renaissance Plan", and highlights of the current CIP. Each project is described, and funding sources are identified by year.

ROCHESTER 2010: THE RENAISSANCE PLAN

The City of Rochester's Comprehensive Plan ("Rochester 2010: The Renaissance Plan") includes eleven Renaissance Campaigns providing new directions and priorities that the City will embrace as it moves into the 21st century. Rochester 2010: The Renaissance Plan was adopted by City Council on April 13, 1999. Following are the policy statements for each campaign and a table indicating the support given the campaigns by the six functional program categories of the 2000-02 to 2005-06 CIP.

Specific goal statements and additional material for each campaign are included in the complete Comprehensive Plan document, which explains plan implementation and monitoring as well as more specific land use, zoning, or development issues. The full plan and supporting material is available for viewing at all City libraries or can be seen on the plan web site at: www.ci.rochester.ny.us/rochester2010.htm.

<p>Campaign One: Involved Citizens It is the policy of our city to engage the widest array of our citizens in the safety, upkeep and renewal of our neighborhoods and community, to provide opportunities for citizens to work together to plan for their collective future and to take actions to realize that future, to celebrate the positive aspects of community life and to support citizens taking responsibility for using these opportunities to enhance their community.</p>	<p>Campaign Two: Educational Excellence It is the policy of our city to support the highest quality educational and job-training opportunities for our citizens on a life-long basis, to promote and support our public schools as a focal point of neighborhood activity and pride, and to encourage our citizens to take responsibility for using these opportunities to educate and prepare themselves for work, careers and responsible citizenship.</p>
<p>Campaign Three: Health, Safety, and Responsibility It is the policy of our city to support our citizens and families in leading healthy, safe, productive and self-determined lives. We support our citizens taking responsibility for helping to improve the health, safety and welfare of themselves and those around them; developing and maintaining safe, clean, attractive neighborhoods that are free from public disorder and nuisances; and, recognizing and celebrating examples of good citizenship and personal responsibility.</p>	<p>Campaign Four: Environmental Stewardship It is the policy of our city to maintain and enhance, through individual and collective efforts of our citizens, businesses and governments, the overall quality of our environmental assets and resources (air, land and water quality), our community's three great waterways (Lake Ontario, the Genesee River and the Erie Canal), our unique and historic parks system, our open space areas and urban forest and our clean neighborhood environments.</p>
<p>Campaign Five: Regional Partnership It is the policy of our city to promote the concept of Rochester as the economic, social, cultural, transportation and institutional center of our county and region. We will seek out opportunities to plan and communicate effectively and work together with other governments to develop solutions to our common problems, in a way that recognizes a collaborative neighborhood/regional/global perspective rather than a city/state/nation perspective.</p>	<p>Campaign Six: Economic Vitality It is the policy of our city to promote an environment in which businesses can develop and flourish; to develop a diverse local economy that supports quality jobs, produces new product, service and technology innovations and high-quality business and personal services; and to create a highly skilled workforce that embraces creativity and our rich entrepreneurial spirit. We will also promote and pursue the management of our community identity as a world-class city in which to do business, as well as a highly desirable place to live work and visit.</p>

<p>Campaign Seven: Quality Service It is the policy of our city to provide high-quality services, programs, information and infrastructure to our citizens in a way that is efficient, affordable, accountable and takes into account the diverse needs of our citizens, builds trust and understanding, is based on communication, partnership and collaboration, and, where appropriate, reduces demand for those services by encouraging citizen self-sufficiency.</p>	<p>Campaign Eight: Tourism Development It is the policy of our city to promote recognition of our city and region as a tourism destination that embraces a broad range of “four-season” tourist attractions centered on our unique waterfront resources, recognizing especially the centrality of the Genesee River to the life of our community, along with arts, cultural, sports and entertainment facilities as well as our reputation as a supportive and innovative community, in a way that contributes to our community's local and national image as well as its economic vitality and growth.</p>
<p>Campaign Nine: Healthy Urban Neighborhoods It is the policy of our city to support a system of unique, vital, inter-connected urban neighborhoods which provide a variety of housing choice, accessible goods and services in a village-like setting, pedestrian-friendly environments, appropriate transit and parking facilities and access to park, recreation, environmental and cultural amenities.</p>	<p>Campaign Ten: Center City It is the policy of our city to pursue recognition and development of our downtown as the region's “Center City” to include an exciting mix of housing, specialty retail and services, restaurants, arts and cultural venues, entertainment and “night-life”. We will also encourage the marketing and promotion, both regionally and nationally, of our “Center City” as the economic and cultural core of our region and its recognition by both citizens and visitors as being safe, vital and exciting.</p>
<p>Campaign Eleven: Arts and Culture It is the policy of our city to support and promote arts and cultural events, activities and institutions in a way that establishes our city as a “world-class” cultural center, contributes to our community's life, vitality and growth and promotes citizen and business partnerships in using those resources to create economic development and community pride.</p>	

ROCHESTER 2010 CAMPAIGNS SUPPORTED BY THE 2001-02 CIP

	Transportation	Water System	Public Safety	Recreation & Culture	General City Development	Facilities and Equipment
Involved Citizens						
Educational Excellence				●		
Health, Safety & Responsibility		●	●		●	
Environmental Stewardship		●		●	●	●
Regional Partnerships	●				●	
Economic Vitality					●	
Quality Service	●	●	●	●	●	●
Tourism Destination				●	●	
Healthy Urban Neighborhoods	●	●		●	●	●
Center City			●	●	●	●
Arts & Culture						

SUMMARY BY CATEGORY AND FUNDING SOURCE (\$000)

Transportation

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	1,736	1,766	1,796	1,930	1,945	9,173
General Debt	8,025	9,281	12,190	9,594	11,050	50,140
Local Works Cash Capital	880	905	921	937	966	4,609
Water Cash Capital	1,269	1,384	1,000	1,022	1,094	5,769
Water Debt	577	3,364	2,396	2,095	1,924	10,356
Monroe County	1,500	1,100	600	1,500	1,500	6,200
Monroe County Traffic	357	610	326	364	293	1,950
Pure Waters	837	1,126	1,198	1,194	1,267	5,622
New York State	807	1,235	4,887	75	945	7,949
Federal	4,278	6,049	22,886	400	5,040	38,653
	<u>20,266</u>	<u>26,820</u>	<u>48,200</u>	<u>19,111</u>	<u>26,024</u>	<u>140,421</u>

Water System

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Water Cash Capital	1,714	1,523	1,550	1,578	1,627	7,992
Water Debt	12,351	5,183	3,240	3,295	3,397	27,466
	<u>14,065</u>	<u>6,706</u>	<u>4,790</u>	<u>4,873</u>	<u>5,024</u>	<u>35,458</u>

Public Safety

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	1,142	3,173	2,741	3,914	4,575	15,545
General Debt	448	1,717	410	500		3,075
Federal		750				750
	<u>1,590</u>	<u>5,640</u>	<u>3,151</u>	<u>4,414</u>	<u>4,575</u>	<u>19,370</u>

Recreation & Culture

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	878	950	997	1,007	1,021	4,853
General Debt	1,052	2,670	2,882	2,694	716	10,014
Library Cash Capital	477	465	473	481	496	2,392
War Memorial Cash Capital	116	180	192	153	158	799
Parking Cash Capital			200			200
Parking Debt				2,000		2,000
Cemetery Cash Capital	151	201	196	177	192	917
War Memorial Debt			750			750
	<u>2,674</u>	<u>4,466</u>	<u>5,690</u>	<u>6,512</u>	<u>2,583</u>	<u>21,925</u>

SUMMARY BY CATEGORY AND FUNDING SOURCE (\$000)

General City Development

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	7,018	7,145	6,645	4,609	4,386	29,803
General Debt	4,132	7,875	8,935	6,560	206	27,708
Parking Cash Capital	521	535	545	554	572	2,727
Parking Debt		400	5,000			5,400
Public Market Debt		300	300			600
New York State	165					165
Federal	400	10,810	10,140			21,350
Private				425		425
	<u>12,236</u>	<u>27,065</u>	<u>31,565</u>	<u>12,148</u>	<u>5,164</u>	<u>88,178</u>

Facilities and Equipment

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	1,854	3,327	3,587	3,818	4,139	16,725
General Debt	550	2,382	2,560	875	890	7,257
Library Cash Capital	60	62	63	64	66	315
Local Works Cash Capital	1,038	259	943	982	2,204	5,426
Water Cash Capital	718	371	633	324	577	2,623
Parking Cash Capital	80	87	88	89	91	435
Refuse Cash Capital	1,957	2,219	3,530	365	3,950	12,021
	<u>6,257</u>	<u>8,707</u>	<u>11,404</u>	<u>6,517</u>	<u>11,917</u>	<u>44,802</u>
TOTAL	57,088	79,404	104,800	53,575	55,287	350,154

SUMMARY BY FUNDING SOURCE TYPE BY FUND (\$000)

Debt

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt	14,207	23,925	26,977	20,223	12,862	98,194
Water Debt	12,928	8,547	5,636	5,390	5,321	37,822
Parking Debt		400	5,000	2,000		7,400
Public Market Debt		300	300			600
Pure Waters	837	1,126	1,198	1,194	1,267	5,622
War Memorial Debt			750			750
	<u>27,972</u>	<u>34,298</u>	<u>39,861</u>	<u>28,807</u>	<u>19,450</u>	<u>150,388</u>

Cash Capital

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital*	12,985	16,971	16,092	15,642	16,359	78,049
Library Cash Capital	537	527	536	545	562	2,707
Local Works Cash Capital	1,918	1,164	1,864	1,919	3,170	10,035
Water Cash Capital	3,701	3,278	3,183	2,924	3,298	16,384
War Memorial Cash Capital	116	180	192	153	158	799
Parking Cash Capital	601	622	833	643	663	3,362
Cemetery Cash Capital	151	201	196	177	192	917
Refuse Cash Capital	1,957	2,219	3,530	365	3,950	12,021
	<u>21,966</u>	<u>25,162</u>	<u>26,426</u>	<u>22,368</u>	<u>28,352</u>	<u>124,274</u>

Other

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Monroe County	1,500	1,100	600	1,500	1,500	6,200
New York State	972	1,235	4,887	75	945	8,114
Federal	4,678	17,609	33,026	400	5,040	60,753
Private				425		425
	<u>7,150</u>	<u>19,944</u>	<u>38,513</u>	<u>2,400</u>	<u>7,485</u>	<u>75,492</u>

TOTAL 57,088 79,404 104,800 53,575 55,287 350,154

*Includes Monroe County Traffic

SUMMARY BY DEPARTMENT (\$000)

<u>Department</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Administration	17	17	17	17	17	85
Finance	474	454	469	469	499	2,365
Community Development	6,355	6,988	6,497	4,181	4,311	28,332
Economic Development	604	687	1,199	646	666	3,802
Environmental Services	42,225	43,141	69,055	30,632	42,826	227,879
Emergency Communications	30	524	30	30	30	644
Police	652	1,508	1,535	2,335	2,972	9,002
Fire	395	3,193	1,109	3,006	1,319	9,022
Library	477	465	473	481	496	2,392
Parks, Recreation & Human Services	2,262	4,067	5,281	6,093	2,151	19,854
Development Committee	3,590	18,360	19,135	5,685		46,770
	<u>57,081</u>	<u>79,404</u>	<u>104,800</u>	<u>53,575</u>	<u>55,287</u>	<u>350,147</u>

TRANSPORTATION

Capital Improvement Program

The City maintains 537 centerline miles of streets. Preservation of the City's transportation network is achieved through reconstruction and rehabilitation of streets, bridges, sidewalks, and curbs.

ROCHESTER 2010 CAMPAIGNS SUPPORTED BY THE TRANSPORTATION PROGRAM

	T-1	T-2	T-3	T-4	T-5
Involved Citizens					
Educational Excellence					
Health, Safety & Responsibility					
Environmental Stewardship					
Regional Partnerships	●	●			
Economic Vitality					
Quality Service	●	●	●	●	●
Tourism Destination					
Healthy Urban Neighborhoods	●	●	●	●	●
Center City					
Arts & Culture					

	T-6	T-7	T-8	T-9
Involved Citizens				
Educational Excellence				
Health, Safety & Responsibility				
Environmental Stewardship				
Regional Partnerships				
Economic Vitality				
Quality Service	●	●	●	●
Tourism Destination				
Healthy Urban Neighborhoods	●	●	●	●
Center City				
Arts & Culture				

HIGHLIGHTS

- Mt. Hope Avenue (Elmwood Avenue to the South City Line) is added to T-1, County Assisted Arterial Improvements.
- Flower City Park (Dewey Avenue to Lake Avenue) is added to T-2, City Arterial Improvements.
- Jefferson Avenue (W. Main Street to Brown Street) is added to T-2, City Arterial Improvements.
- Joseph Avenue (Ward Street to Upper Falls Boulevard) is added to T-2, City Arterial Improvements.
- Joseph Avenue (Clifford Avenue to Avenue D) is added to T-2, City Arterial Improvements.
- East Henrietta Road (South Avenue to Mt. Hope Avenue) is added to T-2, City Arterial Improvements.
- Hollenbeck Street (North Street to East Ridge Road) is added to T-2, City Arterial Improvements.
- Verona Street (Jay Street to Platt Street) is added to T-2, City Arterial Improvements.
- Broad Street (Brown Street to Lyell Avenue) in the T-2 program has been moved out one year for better coordination with other projects.

HIGHLIGHTS (CONT.)

- ❑ Lexington Avenue has received Federal and State assistance. This project is moved out one year to accommodate the availability of those funds.
- ❑ Beginning in 2002-03 the current chip seal program for street maintenance will be phased out in favor of a program that centers on milling and resurfacing supported by asphalt rejuvenation and crack sealing. Conversion to the program will be phased so that an increasing number of streets are milled and resurfaced in each of four successive seven year cycles. Milling and resurfacing will result in longer periods between repairs and reconstructions. The appearance and ride of the road surface will also improve.
- ❑ The method of funding for Asphalt Milling, Resurfacing and Curb Replacement will convert from Cash Capital to General Debt beginning in 2001-02. This corresponds to a change a portion of the funding for Land Acquisition and Demolitions (G-3) from General Debt to Cash Capital.
- ❑ The Broad Street "Tunnel/Bridge" is deferred to 2002-03/02-04 to better leverage Federal and State funding.
- ❑ Rehabilitation of the Smith Street Bridge has been added to T-9 commencing in 2004-05 and schedule for completion in 2005-06.

T-1 County Assisted Arterial Improvements

Monroe County funds the reconstruction of certain City arterial in accordance with section 131-k of the Highway Law. The City assumes some of the associated costs.

- ❑ *South Plymouth Avenue (Barton Street-Ford Street):*
 Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Monroe County	1,500	1,100				2,600
General Cash Capital	31					31
Water Cash Capital	26					26
General Debt		758				758
Water Debt		383				383
	<u>1,557</u>	<u>2,241</u>				<u>3,798</u>

- ❑ *Norton Street (Goodman Street-East City Line):*
 Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		104	37			141
Water Cash Capital		10	20			30
Monroe County			600	1,500	300	2,400
General Debt					779	779
Water Debt				290		290
		<u>114</u>	<u>657</u>	<u>1,790</u>	<u>1,079</u>	<u>3,640</u>

TRANSPORTATION

Capital Improvement Program

T-1 County Assisted Arterial Improvements (cont.)

- *St. Paul Street (Ridge Road East-North City Line) and Ridge Road East (St. Paul Street-East City Line):*

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Monroe County					1,200	1,200
Water Cash Capital				15	30	45
General Cash Capital				77	27	104
				<u>92</u>	<u>1,257</u>	<u>1,349</u>

- *Mt. Hope Avenue (Elmwood Avenue to South City Line):*

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Water Cash Capital					12	12
General Cash Capital					69	69
					<u>81</u>	<u>81</u>

T-1 Totals

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	31	104	37	77	96	345
General Debt		758			779	1,537
Water Cash Capital	26	10	20	15	42	113
Water Debt		383		290		673
Monroe County	1,500	1,100	600	1,500	1,500	6,200
	<u>1,557</u>	<u>2,355</u>	<u>657</u>	<u>1,882</u>	<u>2,417</u>	<u>8,868</u>

T-2 City Funded Arterials

- *Maple Street (Mt. Read Blvd.-Glide Street):*

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	528					528
Water Cash Capital	232					232
Monroe County Traffic	73					73
Pure Waters	37					37
	<u>870</u>					<u>870</u>

T-2 City Funded Arterials (cont.)

- *Highland Avenue (Monroe Avenue-East City Line):*
 Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt	2,818					2,818
Water Cash Capital	203					203
Pure Waters	196					196
Monroe County Traffic	146					146
	<u>3,363</u>					<u>3,363</u>

- *Ridgeway Avenue (Dewey Avenue- Ridge Road):*
 Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt		852				852
Water Cash Capital		432				432
Monroe County Traffic		105				105
Pure Waters		59				59
		<u>1,448</u>				<u>1,448</u>

- *Chili Avenue (West City Line-Main Street):*
 Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting. G-8 Special Projects Gateway Improvements includes funding in 2002-03 to provide new sidewalks, lighting, and tree planting in conjunction with this project.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Federal	160	4,408				4,568
New York State	30	827				857
General Cash Capital	10					10
Water Debt		1,160				1,160
General Debt		275				275
	<u>200</u>	<u>6,670</u>				<u>6,870</u>

- *Lake Avenue (Lyell Avenue-Ridgeway Avenue):*
 Installation of new water mains, hydrants, and water services as the betterment share for a New York State Department of Transportation project. G-8 Special Projects Gateway Improvements includes funding in 2001-2002 to provide new sidewalks, lighting, and tree planting in conjunction with this project.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Water Debt		720				720

TRANSPORTATION

Capital Improvement Program

T-2 City Funded Arterials (cont.)

❑ *Broad Street (Brown Street-Lyell Avenue):*

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt		1,387				1,387
Water Debt		514				514
Monroe County Traffic		363				363
Pure Waters		113				113
		<u>2,377</u>				<u>2,377</u>

❑ *Ridge Road West (Hanford Landing-Veterans Memorial Bridge):*

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Federal		1,600	7,940			9,540
New York State		400	2,085			2,485
General Debt			2,500			2,500
Water Debt			800			800
		<u>2,000</u>	<u>13,325</u>			<u>15,325</u>

❑ *Lexington Avenue (Mt. Read Blvd.-Dewey Avenue):*

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Federal	454		4,386			4,840
New York State	85		822			907
General Cash Capital	28					28
General Debt			240			240
Water Debt			22			22
Pure Waters			8			8
Monroe County Traffic			5			5
	<u>567</u>		<u>5,483</u>			<u>6,050</u>

❑ *Atlantic Avenue (Winton Road North - Culver Road):*

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		210				210
Water Cash Capital		87				87
General Debt			1,760			1,760
Water Debt			845			845
Monroe County Traffic			140			140
Pure Waters			138			138
		<u>297</u>	<u>2,883</u>			<u>3,180</u>

T-2 City Funded Arterials (cont.)

- *Columbia Avenue (Reynolds Street - Genesee Street):*
 Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		99				99
Water Cash Capital		23				23
General Debt			863			863
Water Debt			225			225
Pure Waters			72			72
Monroe County Traffic			28			28
		<u>122</u>	<u>1,188</u>			<u>1,310</u>

- *Flower City Park (Dewey Avenue - Lake Avenue):*
 Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital			117			117
Water Cash Capital			46			46
Monroe County Traffic				56		56
Pure Waters				67		67
Water Debt				438		438
General Debt				1,006		1,006
			<u>163</u>	<u>1,567</u>		<u>1,730</u>

- *Jefferson Avenue (W. Main Street - Brown Street):*
 Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital			140			140
Water Cash Capital			37			37
Monroe County Traffic			8	73		81
Pure Waters				47		47
Water Debt				360		360
General Debt				1,305		1,305
			<u>185</u>	<u>1,785</u>		<u>1,970</u>

- *Joseph Avenue (Ward Street - Upper Falls Boulevard):*
 Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital			112			112
Water Cash Capital			40			40
Pure Waters				58		58
Monroe County Traffic				71		71
Water Debt				385		385
General Debt				954		954
			<u>152</u>	<u>1,468</u>		<u>1,620</u>

TRANSPORTATION

T-2 City Funded Arterials (cont.)□ *Joseph Avenue (Clifford Avenue - Avenue D):*

Street rehabilitation, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Pure Waters					55	55
Water Debt					60	60
General Debt					642	642
Water Cash Capital				6		6
Monroe County Traffic				6	58	64
General Cash Capital				73		73
				<u>85</u>	<u>815</u>	<u>900</u>

□ *East Henrietta Road (South Avenue - Mt. Hope Avenue):*

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Monroe County Traffic					5	5
Pure Waters					55	55
Water Debt					421	421
General Debt					1,151	1,151
Water Cash Capital				44		44
General Cash Capital				124		124
				<u>168</u>	<u>1,632</u>	<u>1,800</u>

□ *Hollenbeck Street (Norton Street - East Ridge Road):*

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Monroe County Traffic					2	2
Pure Waters					69	69
Water Debt					527	527
General Debt					765	765
Water Cash Capital				54		54
General Cash Capital				83		83
				<u>137</u>	<u>1,363</u>	<u>1,500</u>

□ *Verona Street (Jay Street - Platt Street):*

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting, and tree planting.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Pure Waters					35	35
Water Debt					275	275
General Debt					877	877
Monroe County Traffic				8	73	81
Water Cash Capital				28		28
General Cash Capital				94		94
				<u>130</u>	<u>1,260</u>	<u>1,390</u>

T-2 City Funded Arterials (cont.)

□ *Future Projects:*

Design work and street and water related work for projects to be undertaken in 2005-06.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Water Cash Capital					150	150
General Cash Capital					350	350
					<u>500</u>	<u>500</u>

T-2 Totals

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	566	309	369	374	350	1,968
General Debt	2,818	2,514	5,363	3,265	3,435	17,395
Water Cash Capital	435	542	123	132	150	1,382
Water Debt		2,394	1,792	1,183	1,283	6,652
Monroe County Traffic	219	468	181	214	138	1,220
Pure Waters	233	172	218	172	214	1,009
New York State	115	1,227	2,907			4,249
Federal	614	6,008	12,326			18,948
	<u>5,000</u>	<u>13,634</u>	<u>23,279</u>	<u>5,340</u>	<u>5,570</u>	<u>52,823</u>

T-3 Asphalt Milling, Resurfacing and Curb Replacement

Milling and resurfacing of streets in poor condition including curb replacement, water and receiving basin improvements, and traffic markings. Beginning in 2002-03 a new cycle of Street Maintenance will begin with replacement of the current Chip Seal method with a Residential Milling and Resurfacing program.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt	2,369	4,171	4,296	4,426	4,559	19,821
Water Debt	577	587	604	622	641	3,031
Monroe County Traffic	82	85	87	90	93	437
Pure Waters	334	651	670	691	711	3,057
	<u>3,362</u>	<u>5,494</u>	<u>5,657</u>	<u>5,829</u>	<u>6,004</u>	<u>26,346</u>

T-4 Residential Street Rehabilitation

Street reconstruction, new curbing, sidewalks, water, receiving basins, street lighting improvements, and tree planting for residential streets.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt	1,805	1,838	1,871	1,903	1,962	9,379
Water Cash Capital	711	732	754	769	793	3,759
Monroe County Traffic	51	52	53	54	56	266
Pure Waters	227	234	241	260	268	1,230
	<u>2,794</u>	<u>2,856</u>	<u>2,919</u>	<u>2,986</u>	<u>3,079</u>	<u>14,634</u>

TRANSPORTATION

Capital Improvement Program

T-5 Street Treatment

Crack filling, chip sealing, and asphalt overlay of residential, collector, and arterial streets; also includes the neighborhood traffic control program. Beginning in 2002-03 the treatment program will be adjusted to conform to the new Residential Milling and Resurfacing program.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	550	617	636	680	702	3,185

T-6 Hazardous Sidewalk Program

□ *Annual Allocation:*

Replacing hazardous sidewalks throughout the City. Other sidewalk work is performed in conjunction with a number of the street programs referenced in this document.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Local Works Cash Capital	880	905	921	937	966	4,609

□ *Sidewalk Ramp Installation:*

Reconstruction of sidewalk ramps on residential streets at high priority locations.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	103	106	108	110	113	540

T-6 Totals

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	103	106	108	110	113	540
Local Works Cash Capital	880	905	921	937	966	4,609
	<u>983</u>	<u>1,011</u>	<u>1,029</u>	<u>1,047</u>	<u>1,079</u>	<u>5,149</u>

T-7 Street Planning and Design

Engineering services for street resurfacing, street rehabilitation, and bridge programs. Beginning in 2002-03 program funding reflects the changes associated with the new Residential Milling and Resurfacing Program.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	248	383	394	406	418	1,849
Water Cash Capital	97	100	103	106	109	515
Monroe County Traffic	5	5	5	6	6	27
Pure Waters	43	69	69	71	74	326
	<u>393</u>	<u>557</u>	<u>571</u>	<u>589</u>	<u>607</u>	<u>2,717</u>

T-8 Bridge Improvement Program

Repairing, painting, and cleaning of selected bridges.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	238	245	252	258	266	1,259

T-9 Bridge Reconstruction and Rehabilitation

□ *Broad Street Subway Tunnel (East Approach):*

Rehabilitation of the East approach includes rehabilitation of the area under Broad Street adjacent to the Rundel Library.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Federal	2,368					2,368
New York State	449					449
General Debt	152					152
	<u>2,969</u>					<u>2,969</u>

□ *Elmwood Avenue Bridge:*

Rehabilitation of the bridge over the Genesee River includes replacement of joint systems, partial deck, sidewalk and curb reconstruction, painting, and repairs to substructure.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Federal	1,296					1,296
New York State	243					243
General Debt	81					81
	<u>1,620</u>					<u>1,620</u>

□ *Pont-de-Rennes Bridge:*

Rehabilitation of the bridge over the Genesee River includes replacement of joint systems, minor deck and safetywalk reconstruction, painting, repairs to substructure and structural elements.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt	800					800

□ *Broad Street Subway "Tunnel/Bridge":*

Rehabilitation of the deteriorated subway tunnel between Brown and Exchange Streets.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Federal		41	10,560			10,601
New York State		8	1,980			1,988
General Cash Capital		2				2
General Debt			660			660
		<u>51</u>	<u>13,200</u>			<u>13,251</u>

□ *Smith Street Bridge:*

Rehabilitation of the bridge over the Genesee River includes replacement of the railing and joint systems, partial deck, sidewalk, and curb reconstruction, painting, and minor repairs to the substructure elements.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt					315	315
General Cash Capital				25		25
New York State				75	945	1,020
Federal				400	5,040	5,440
				<u>500</u>	<u>6,300</u>	<u>6,800</u>

TRANSPORTATION

Capital Improvement Program

T-9 Bridge Reconstruction and Rehabilitation (cont.)**T-9 Totals**

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		2		25		27
General Debt	1,033		660		315	2,008
New York State	692	8	1,980	75	945	3,700
Federal	3,664	41	10,560	400	5,040	19,705
	<u>5,389</u>	<u>51</u>	<u>13,200</u>	<u>500</u>	<u>6,300</u>	<u>25,440</u>

TRANSPORTATION TOTALS

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	1,736	1,766	1,796	1,930	1,945	9,173
General Debt	8,025	9,281	12,190	9,594	11,050	50,140
Local Works Cash Capital	880	905	921	937	966	4,609
Water Cash Capital	1,269	1,384	1,000	1,022	1,094	5,769
Water Debt	577	3,364	2,396	2,095	1,924	10,356
Monroe County	1,500	1,100	600	1,500	1,500	6,200
Monroe County Traffic	357	610	326	364	293	1,950
Pure Waters	837	1,126	1,198	1,194	1,267	5,622
New York State	807	1,235	4,887	75	945	7,949
Federal	4,278	6,049	22,886	400	5,040	38,653
	<u>20,266</u>	<u>26,820</u>	<u>48,200</u>	<u>19,111</u>	<u>26,024</u>	<u>140,421</u>

The Water System category includes projects designed to provide a safe and reliable source of water to its users. Additional water distribution system improvements are made in conjunction with the street projects in the Transportation and General City categories.

ROCHESTER 2010 CAMPAIGNS SUPPORTED BY THE WATER SYSTEM PROGRAM

	W-1	W-2	W-3	W-4	W-6
Involved Citizens					
Educational Excellence					
Health, Safety & Responsibility			●		
Environmental Stewardship	●	●	●	●	●
Regional Partnerships					●
Economic Vitality					
Quality Service	●	●	●	●	●
Tourism Destination					
Healthy Urban Neighborhoods	●	●	●	●	●
Center City					
Arts & Culture					

	W-7
Involved Citizens	
Educational Excellence	
Health, Safety & Responsibility	
Environmental Stewardship	●
Regional Partnerships	
Economic Vitality	
Quality Service	●
Tourism Destination	
Healthy Urban Neighborhoods	
Center City	
Arts & Culture	

HIGHLIGHTS

- Funding for construction of a new Water Operations Building is provided in 2001-02.

W-1 Water Main Extensions and Improvements

- Annual allocation:*
Replacement of deteriorated water mains.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Water Debt	1,151	1,183	1,204	1,224	1,262	6,024

- Holly Water Main Replacement:*
Installation of new high pressure Holly and domestic mains near the Andrews Street Bridge.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Water Cash Capital	200					200
Water Debt		2,000				2,000
	<u>200</u>	<u>2,000</u>				<u>2,200</u>

WATER SYSTEM

W-1 Water Main Extensions and Improvements (cont.)

W-1 Totals

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Water Cash Capital	200					200
Water Debt	1,151	3,183	1,204	1,224	1,262	8,024
	<u>1,351</u>	<u>3,183</u>	<u>1,204</u>	<u>1,224</u>	<u>1,262</u>	<u>8,224</u>

W-2 Water Main Cleaning and Lining

Cleaning of water mains and installation of mortar lining to restore pipe capacity and retard deterioration.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Water Cash Capital	1,066	1,096	1,116	1,135	1,170	5,583

W-3 Hydrant and Valve Replacement Program

Replacement of hydrants and valves. Hydrants needing replacement are identified through annual inspection by the Fire Department.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Water Cash Capital	236	243	247	251	259	1,236

W-4 Meter Maintenance Program

Replacement and modernization of water meters.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Water Cash Capital	120	122	124	128	132	626

W-6 Conduit and Watershed Improvements

- Conduit Modernization Program:*
Modernization of the City's water supply conduit system.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Water Debt	2,000	2,000	2,036	2,071	2,135	10,242

- Conduit Valve & Vault Rehabilitation:*
Funding to support the repair and replacement to valves and vaults at the Upland water facility.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Water Cash Capital	60	62	63	64	66	315

- Rush Reservoir Structure Rehabilitation:*
Rehabilitation of the masonry joints.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Water Cash Capital	32					32

W-6 Conduit and Watershed Improvements (cont.)

W-6 Totals

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Water Cash Capital	92	62	63	64	66	347
Water Debt	2,000	2,000	2,036	2,071	2,135	10,242
	<u>2,092</u>	<u>2,062</u>	<u>2,099</u>	<u>2,135</u>	<u>2,201</u>	<u>10,589</u>

W-7 New Facilities:

Water Bureau Operations Building replacement of existing structure.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Water Debt	9,200					9,200

WATER SYSTEM TOTALS

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Water Cash Capital	1,714	1,523	1,550	1,578	1,627	7,992
Water Debt	12,351	5,183	3,240	3,295	3,397	27,466
	<u>14,065</u>	<u>6,706</u>	<u>4,790</u>	<u>4,873</u>	<u>5,024</u>	<u>35,458</u>

PUBLIC SAFETY

Capital Improvement Program

The Public Safety category contains projects that improve the ability of Fire, Police, and Emergency Communications units to carry out their mission of protecting the public. Equipment replacement is a major component of this category.

ROCHESTER 2010 CAMPAIGNS SUPPORTED BY THE PUBLIC SAFETY PROGRAM

	P-1	P-2	P-3	P-4	P-5
Involved Citizens					
Educational Excellence					
Health, Safety & Responsibility	●	●	●	●	●
Environmental Stewardship					
Regional Partnerships					
Economic Vitality					
Quality Service	●	●	●	●	●
Tourism Destination					
Healthy Urban Neighborhoods					
Center City					
Arts & Culture					

	P-6	P-8	P-9	P-10	P-11
Involved Citizens					
Educational Excellence					
Health, Safety & Responsibility	●	●	●	●	●
Environmental Stewardship					
Regional Partnerships					
Economic Vitality					
Quality Service	●		●	●	
Tourism Destination					
Healthy Urban Neighborhoods					
Center City		●			
Arts & Culture					

	P-12	P-13	P-14
Involved Citizens			
Educational Excellence			
Health, Safety & Responsibility	●	●	●
Environmental Stewardship			
Regional Partnerships			
Economic Vitality			
Quality Service	●		●
Tourism Destination			
Healthy Urban Neighborhoods			
Center City		●	
Arts & Culture			

HIGHLIGHTS

- Funding for a new Public Safety Building and data processing Facility concluded in 2000-01.
- Replacement of a Fire Department Midi-pumper is deferred until 2002-03 based upon an evaluation of the condition of the existing equipment and to defray Departmental operating expenses.

HIGHLIGHTS (CONT.)

- ❑ Funds are provided in 2002-03 and 2004-05 to support renovation and/or replacement of Fire Houses. A location study is being undertaken in 2001-02 to refine the needs of the Department.
- ❑ Beginning in 2002-03 a Standard Allocation is established for on going maintenance at the new Public Safety Building. The first year allocation includes the City's share of planned renovations of the old Public Safety Building.
- ❑ A program to install Fire Station doors and apparatus floor exhausts concluded in 2000-01.
- ❑ Funding is provided for upgrading the Fire Department's information systems to make them compliant with mandated incident reporting requirements.
- ❑ The consoles used by Operators in the Emergency Communications Department will be replaced in 2002-03.
- ❑ Project Uplift, which will increase street lighting illumination in selected areas, commences in 2001-02.

P-1 Apparatus Replacement Program - Fire

Scheduled replacement of fire fighting apparatus.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		1,259	782	600	850	3,491

P-2 Small Equipment- Fire

Scheduled replacement and new purchase of small fire suppression equipment.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	255	262	267	272	280	1,336

P-3 Motor Equipment- Fire

Scheduled replacement of Fire Department sedans and station wagons.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	140	24	60	178	189	591

P-4 Motor Equipment - Police

Scheduled replacement of marked and unmarked Police vehicles.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	542	1,446	1,472	2,271	2,906	8,637

P-5 Small Equipment - Police

Replacement of office equipment and other small equipment for the Police Department.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	110	62	63	64	66	365

PUBLIC SAFETY

P-6 Equipment - Emergency Communications Department

Replacement of office equipment and other small equipment for the Emergency Communications Department.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	30	30	30	30	30	150

P-8 Motor Equipment - Emergency Communications Department

Scheduled replacement of vehicles for the emergency Communications Department.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		24				24

P-9 Information Systems - Police Department

Police Computer System upgrade.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt	448	425	410			1,283

P-10 Fire Facilities

Repair and replacement of Fire Houses.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt		500		500		1,000

P-11 Public Safety Facility Maintenance

Standard allocation for new Public Safety Building

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital				430	184	614

P-12 Information Systems - Fire Department

Upgrade system to meet incident reporting requirements.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt		322				322
Federal		750				750
		<u>1,072</u>				<u>1,072</u>

P-13 Consoles - Emergency Communications Department

Replace consoles used by Emergency Communications Department staff.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt		470				470

P-14 Project Uplift

Street lighting program to increase illumination in areas determined to benefit from this enhancement.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	65	66	67	69	70	337

PUBLIC SAFETY TOTALS

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	1,142	3,173	2,741	3,914	4,575	15,545
General Debt	448	1,717	410	500		3,075
Federal		750				750
	<u>1,590</u>	<u>5,640</u>	<u>3,151</u>	<u>4,414</u>	<u>4,575</u>	<u>19,370</u>

The Recreation and Culture category contains projects that promote the preservation and enhancement of recreational and cultural opportunities in the community.

ROCHESTER 2010 CAMPAIGNS SUPPORTED BY THE RECREATION AND CULTURE PROGRAM

	R-1	R-2	R-4	R-5	R-6
Involved Citizens					
Educational Excellence					●
Health, Safety & Responsibility					
Environmental Stewardship	●				
Regional Partnerships					
Economic Vitality					
Quality Service	●	●	●	●	●
Tourism Destination	●				
Healthy Urban Neighborhoods	●				
Center City	●				
Arts & Culture					

	R-9
Involved Citizens	
Educational Excellence	
Health, Safety & Responsibility	
Environmental Stewardship	
Regional Partnerships	
Economic Vitality	
Quality Service	●
Tourism Destination	
Healthy Urban Neighborhoods	
Center City	
Arts & Culture	

HIGHLIGHTS

- Allocations to upgrade park and recreation facilities, which commenced in 1996-97, continue.
- The Trail Improvements program is moved to the Recreation and Culture section from General City Development. Funding is maintained at a level sufficient to comply with the intent of City Council Resolution 2000-18 and permit the creation of a series of neighborhood trail links.
- Allocations are provided in 2001-02 to study and design improvements to Manhattan Square Park and in 2002-03 and 2003-04 for construction.
- Construction funding is shown in 2004-05 for the Charles Carroll - Genesee Crossroads Park. This funding recognizes the need to simultaneously assess the parking garage upon which the park is sited.
- The ice floor and related piping at the War Memorial will be replaced in 2003-04.

PARKS, RECREATION, AND HUMAN SERVICES

R-1 Park and Recreation Sites□ *General Rehabilitation:*

Routine repair, replacement, and renovation of playground equipment, fences, bleachers, and courts. Repair and rehabilitation of fences, water lines, sewers, curbs, and signs at City cemeteries. Repair, replacement and building maintenance is included for the War Memorial.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	238	243	247	251	259	1,238
Cemetery Cash Capital	60	62	63	64	66	315
War Memorial Cash Capital	56	58	59	60	62	295
	<u>354</u>	<u>363</u>	<u>369</u>	<u>375</u>	<u>387</u>	<u>1,848</u>

□ *High Falls Complex:*

Routine maintenance of HVAC systems, building improvements and replacements at the complex.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	10	11	11	11	11	54

□ *Trail Improvements:*

Enhancements, extensions, neighborhood links, and signage.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	250	258	266	274	282	1,330

□ *Recreation and Park Facilities Rehabilitation:*

Supports repair and rehabilitation of recreation facilities.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt	652	670	682	694	716	3,414

□ *Manhattan Square Park:*

Allocations are for design and construction.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt	400	2,000	2,000			4,400

□ *Charles Carroll - Genesee Crossroads Parks:*

Allocations are for design and construction. Funding recognizes the need to simultaneously assess the parking garage upon which the park is sited.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Parking Cash Capital			200			200
General Debt			200	2,000		2,200
Parking Debt				2,000		2,000
			<u>400</u>	<u>4,000</u>		<u>4,400</u>

RECREATION AND CULTURE

R-1 Park and Recreation Sites (cont.)

☐ *War Memorial Ice Floor and Piping:*

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
War Memorial Cash Capital		60				60
War Memorial Debt			750			750
		<u>60</u>	<u>750</u>			<u>810</u>

R-1 Totals

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	498	512	524	536	552	2,622
General Debt	1,052	2,670	2,882	2,694	716	10,014
War Memorial Cash Capital	56	118	59	60	62	355
Parking Cash Capital			200			200
Parking Debt				2,000		2,000
Cemetery Cash Capital	60	62	63	64	66	315
War Memorial Debt			750			750
	<u>1,666</u>	<u>3,362</u>	<u>4,478</u>	<u>5,354</u>	<u>1,396</u>	<u>16,256</u>

R-2 Small Equipment Program

Replacement and purchase of small equipment for the War Memorial, cemeteries, recreation centers, and parks.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	60	62	63	64	66	315
War Memorial Cash Capital	60	62	63	64	66	315
Cemetery Cash Capital	11	11	11	11	11	55
	<u>131</u>	<u>135</u>	<u>137</u>	<u>139</u>	<u>143</u>	<u>685</u>

R-4 Office Equipment

Replacement and purchase of office equipment for the Department of Parks, Recreation and Human Services.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	20	21	21	21	22	105

R-5 Motor Equipment

Scheduled replacement of motor equipment for the Department of Parks, Recreation and Human Services.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	300	355	389	386	381	1,811
War Memorial Cash Capital			70	29	30	129
Cemetery Cash Capital	80	128	122	102	115	547
	<u>380</u>	<u>483</u>	<u>581</u>	<u>517</u>	<u>526</u>	<u>2,487</u>

ROCHESTER PUBLIC LIBRARY

R-6 Library Materials and Equipment

Replacement of worn and obsolete materials and purchase of new materials and small equipment for branch libraries.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Library Cash Capital	452	465	473	481	496	2,367

R-9 Library Motor Equipment

Replacement of motor equipment for the Rochester Public Library.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Library Cash Capital	25					25

RECREATION AND CULTURE TOTAL

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	878	950	997	1,007	1,021	4,853
General Debt	1,052	2,670	2,882	2,694	716	10,014
Library Cash Capital	477	465	473	481	496	2,392
War Memorial Cash Capital	116	180	192	153	158	799
Parking Cash Capital			200			200
Parking Debt				2,000		2,000
Cemetery Cash Capital	151	201	196	177	192	917
War Memorial Debt			750			750
	<u>2,674</u>	<u>4,466</u>	<u>5,690</u>	<u>6,512</u>	<u>2,583</u>	<u>21,925</u>

The General City Development category consists of projects to preserve and enhance the employment and tax base of the City, including: neighborhood physical improvements, infrastructure to support industrial and commercial development, and the development of parking facilities.

ROCHESTER 2010 CAMPAIGNS SUPPORTED BY THE GENERAL CITY DEVELOPMENT PROGRAM

	G-3	G-4	G-6	G-8
Involved Citizens				
Educational Excellence				
Health, Safety & Responsibility	●			
Environmental Stewardship				●
Regional Partnerships				●
Economic Vitality	●	●	●	●
Quality Service		●	●	
Tourism Destination				●
Healthy Urban Neighborhoods	●			●
Center City		●	●	●
Arts & Culture				

HIGHLIGHTS

- ❑ The method of funding for Land Acquisition and Demolition (G-3) will convert from General Debt to Cash Capital beginning in 2001-02. This corresponds to a change in funding for Asphalt Milling, Resurfacing and Curb Replacement (T-3) from General Debt to Cash Capital.
- ❑ Major rehabilitation of the South Avenue Garage is planned for 2003-04. The funds in 2002-03 are for design.
- ❑ Continuing projects pertaining to the Port of Rochester reflect refinements in estimates and scheduling since the publication of the 2001-2005 Capital Improvement Program. Some project scopes have evolved, particularly the Port Development - Ferry Terminal item which now includes some work from Phases I and I of the predecessor project.
- ❑ Port of Rochester projects either complete or underway include the realignment and reconstruction of River Street, Interim Ferry Terminal Improvements, and aspects of Ferry Terminal Improvements, Phase I.
- ❑ A new Port of Rochester project involves funding for a water rescue capability. Small craft are provided in 2002-2003 and 2004-2005. An appropriate facility is planned for 2004-2005. The Fire Department will be responsible for this activity.
- ❑ Planning for alternatives to the existing Inner Loop is funded in 2001-02 from local, State and Federal sources. Traffic and environmental impacts will be evaluated and concepts for a successor to the current Inner Loop tested.

G-3 Land Acquisition and Demolition

This is to purchase land for development or other purposes and to support demolition of buildings. Beginning in 2001-02 the entire program will be funded by cash capital resources.

Funding Source	2001-02	2002-03	2003-04	2004-05	2005-06	Total
General Cash Capital	3,930	4,028	4,101	4,171	4,301	20,531

G-4 Municipal Garage Renovations

General Rehabilitation:

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Parking Cash Capital	474	487	496	504	520	2,481

South Avenue Parking Garage Rehabilitation:

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Parking Debt		400	5,000			5,400

G-4 Totals

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Parking Cash Capital	474	487	496	504	520	2,481
Parking Debt		400	5,000			5,400
	<u>474</u>	<u>887</u>	<u>5,000</u>	<u>504</u>	<u>520</u>	<u>7,881</u>

G-6 Parking Meters and Garage Equipment

Replacement and installation of curbside meters and miscellaneous equipment in ramp garages.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Parking Cash Capital	47	48	49	50	52	246

G-8 Special Projects

Port of Rochester Development:

Port Development - Ferry Terminal Facilities:

Terminal building, customs facility, access drives, parking, utilities, river dredging and ferry waterside facilities, river wall and relocation of the boat launch.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt	760	410	8,260			9,430
Federal			9,690			9,690
	<u>760</u>	<u>410</u>	<u>17,950</u>			<u>19,120</u>

Port Development - Port Access Road Improvement:

Corrigan Street, Hinchler Road and Ferry Street

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt	570			250		820
New York State	90					90
Private				425		425
	<u>660</u>			<u>675</u>		<u>1,335</u>

Port Development - Beach Avenue and Port Gateway Improvements:

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt	277					277

GENERAL CITY DEVELOPMENT

G-8 Special Projects (cont.)**Port of Rochester Development: (cont.)**

- Port Development - River Channel and Navigation Improvements:*
River dredging and railroad swing bridge removal.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt	575	165				740
Federal		1,260				1,260
	<u>575</u>	<u>1,425</u>				<u>2,000</u>

- Port Development - Riverfront Development - River Street:*
Train station rehabilitation, boat slips, parking, walkway, and access roadway construction.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt	300	4,300				4,600
Federal		4,300				4,300
	<u>300</u>	<u>8,600</u>				<u>8,900</u>

- Port Development - Marina Facilities:*
Excavation dredging, quay wall construction, utility connections, floating dock slips, and mounting devices.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt			475	4,710		5,185

- Port Development - Transportation Center and Parking Garage:*

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Federal		5,200				5,200
General Debt		2,000				2,000
		<u>7,200</u>				<u>7,200</u>

- Port Development - Fire Water Rescue:*
A facility and water craft to provide water rescue at the waterfront.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		76		56		132
General Debt				1,400		1,400
		<u>76</u>		<u>1,456</u>		<u>1,532</u>

(This concludes the Port of Rochester Development section.)

- Downtown Streetscape:*
Tree grate replacements, benches, pavement, and other amenities.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	78	79	81	82	85	405

G-8 Special Projects (cont.)

Center City Signage:

A coherent and aesthetic systems of signs will replace current identifiers and direction indicators.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Federal		50	450			500
General Cash Capital		12	113			125
		<u>62</u>	<u>563</u>			<u>625</u>

Gateway Improvements:

Physical improvements to visual character of key gateway streets. The 2001-02 General Fund debt allocation provides funds for new sidewalks, lighting and tree planting on Lake Avenue between Lyell Avenue and Ridgeway Avenue. This project is in conjunction with T-2 Arterial Improvements which includes funding in 2001-02 for installation of new water mains, hydrants and water services as the betterment share for a New York State Department of Transportation project. The 2002-03 allocation includes funding for new sidewalks, lighting and tree planting on Chili Avenue between West City Line and Main Street West, a T-2 Arterial Improvement project.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt	800	1,000	200	200	206	2,406

Atlantic/Woodstock Subdivision:

Street improvement to support housing development.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	800					800

Downtown Housing Opportunity:

Support housing development project.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	315	600				915

Housing Opportunity (South River Corridor):

Develop a housing project.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	1,300	2,350	2,350			6,000

Rail right of way:

Land acquisition, demolition, and development of to-be-abandoned railroad right of way located primarily on the east side of the Genesee River.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	570					570

G-8 Special Projects (cont.)

❑ *Internal and Area Public Market Improvements:*

Internal enhancements at the Rochester Public Market to include building lighting, sewer, traffic control, and rehabilitation of roadways. Area improvements include land acquisition, signage, parking, and entranceway development.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Public Market Debt		300	300			600

❑ *South Avenue (at Rundel Library):*

Broad and Court Street terrace restoration and Terrace Park Development

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt	850					850

❑ *Erie Harbor on Genesee River - Flint Street:*

Access and landscaping on the River at Flint Street. Funding provided in 2004-05 is for design.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital				300		300

❑ *Modifications to the Inner Loop - Phase II:*

Planning, preliminary environmental investigations, traffic modeling and analysis, and related work to evaluate alternatives and recommended concepts regarding the future of the Inner Loop.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Federal	400					400
New York State	75					75
General Cash Capital	25					25
	<u>500</u>					<u>500</u>

G-8 Totals

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	3,088	3,117	2,544	438	85	9,272
General Debt	4,132	7,875	8,935	6,560	206	27,708
Public Market Debt		300	300			600
New York State	165					165
Federal	400	10,810	10,140			21,350
Private				425		425
	<u>7,785</u>	<u>22,102</u>	<u>21,919</u>	<u>7,423</u>	<u>291</u>	<u>59,520</u>

GENERAL CITY DEVELOPMENT TOTALS

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	7,018	7,145	6,645	4,609	4,386	29,803
General Debt	4,132	7,875	8,935	6,560	206	27,708
Parking Cash Capital	521	535	545	554	572	2,727
Parking Debt		400	5,000			5,400
Public Market Debt		300	300			600
New York State	165					165
Federal	400	10,810	10,140			21,350
Private				425		425
	<u>12,236</u>	<u>27,065</u>	<u>31,565</u>	<u>12,148</u>	<u>5,164</u>	<u>88,178</u>

FACILITIES AND EQUIPMENT

Capital Improvement Program

The Facilities and Equipment category includes projects to preserve City-owned facilities and equipment and improve automated information systems.

ROCHESTER 2010 CAMPAIGNS SUPPORTED BY THE FACILITIES AND EQUIPMENT PROGRAM

	F-1	F-2	F-3	F-4	F-5
Involved Citizens					
Educational Excellence					
Health, Safety & Responsibility					
Environmental Stewardship		●			
Regional Partnerships					
Economic Vitality					
Quality Service	●		●	●	●
Tourism Destination					
Healthy Urban Neighborhoods					
Center City					
Arts & Culture					

	F-6	F-7	F-8
Involved Citizens			
Educational Excellence			
Health, Safety & Responsibility			
Environmental Stewardship			●
Regional Partnerships			
Economic Vitality			
Quality Service	●	●	
Tourism Destination			
Healthy Urban Neighborhoods			●
Center City			●
Arts & Culture			

HIGHLIGHTS

- Funding for the Building Renovation program in 2001-02 is curtailed due to the availability of funds appropriated in prior years.
- Beginning in 2002-03 a Standard Allocation is established for on going maintenance at the Department of Environmental Services Operations Center.
- Window replacement at City Hall is funded in 2002-03 and a new roof in 2003-04.
- A two-year solid waste toter replacement program commences in 2002-03.
- Replacement of the fleet of recycling vehicles begins in 2003-2004 and refuse packer replacement commences in 2005-2006.

F-1 Building Renovation Program

These allocations fund rehabilitation of City facilities. Projects are planned and supervised by the Department of Environmental Services.

- Roofs:*

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		427	435	441	455	1,758

F-1 Building Renovation Program (cont.)

Windows:

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		44	45	46	47	182

Mechanical/Electrical:

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		286	291	296	305	1,178

General Rehabilitation:

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		421	429	435	448	1,733

Carpets & Floors:

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		122	124	126	130	502

Site Improvements:

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		90	92	94	97	373

Fuel Stations:

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		37	38	39	40	154

Rundel Library:

On going building maintenance.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Library Cash Capital	60	62	63	64	66	315

City Hall:

Window replacement will take place in 2002-03 and a new roof is funded in 2003-04.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Debt		365	1,700			2,065
General Cash Capital		118	68	69	71	326
		<u>483</u>	<u>1,768</u>	<u>69</u>	<u>71</u>	<u>2,391</u>

Environmental Services Operations Center:

Standard Allocation

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		60	62	63	64	249
Local Works Cash Capital		40	41	42	43	166
		<u>100</u>	<u>103</u>	<u>105</u>	<u>107</u>	<u>415</u>

FACILITIES AND EQUIPMENT

F-1 Building Renovation Program (cont.) *Telephone System:*

Funds are provided for telephone system improvements.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		138	140	142	146	566

F-1 Totals

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital		1,743	1,984	1,751	1,803	7,281
General Debt		365	1,700			2,065
Library Cash Capital	60	62	63	64	66	315
Local Works Cash Capital		40	41	42	43	166
	<u>60</u>	<u>2,210</u>	<u>3,788</u>	<u>1,857</u>	<u>1,912</u>	<u>9,827</u>

F-2 Hazardous Waste Investigation and Remediation

Funding for the investigation and remediation of inactive hazardous waste sites within the City's jurisdiction.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	217	266	250	270	252	1,255
General Debt	550	2,017	860	875	890	5,192
	<u>767</u>	<u>2,283</u>	<u>1,110</u>	<u>1,145</u>	<u>1,142</u>	<u>6,447</u>

F-3 Information Systems *Office Automation:*

New and replacement installations of personal computers and terminals. An annual installation plan is developed by the Department of Finance, Bureau of Information Systems.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	368	379	386	392	404	1,929

 Geographic Information System (GIS) Standard Allocation:

An annual allocation for replacement and upgrading of equipment for the Geographic Information System.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	29	30	31	32	33	155

F-3 Totals

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	397	409	417	424	437	2,084

F-4 Office Equipment

Provision for the replacement of office equipment in City facilities.

<u>Department</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Administration	17	17	17	17	17	85
Finance	12	12	12	12	12	60
Community Development	10	10	10	10	10	50
Economic Development	3	3	3	3	3	15
Environmental Services	24	24	24	24	24	120
	<u>66</u>	<u>66</u>	<u>66</u>	<u>66</u>	<u>66</u>	<u>330</u>

F-4 Totals

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	54	54	54	54	54	270
Water Cash Capital	12	12	12	12	12	60
	<u>66</u>	<u>66</u>	<u>66</u>	<u>66</u>	<u>66</u>	<u>330</u>

F-5 Duplicating Equipment

Provision for the replacement of photocopying equipment in City facilities.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	65	33	40	33	50	221

F-6 Small Equipment

Provision for the acquisition of new and replacement small items. A two-year refuse toter replacement program commences in 2002-03.

<u>Department</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Economic Development	60	62	63	64	66	315
Environmental Services	249	1,510	1,820	265	274	4,118
	<u>309</u>	<u>1,572</u>	<u>1,883</u>	<u>329</u>	<u>340</u>	<u>4,433</u>

F-6 Totals

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	53	54	55	56	58	276
Local Works Cash Capital	17	17	17	17	18	86
Water Cash Capital	31	32	33	34	35	165
Parking Cash Capital	60	62	63	64	66	315
Refuse Cash Capital	148	1,407	1,715	158	163	3,591
	<u>309</u>	<u>1,572</u>	<u>1,883</u>	<u>329</u>	<u>340</u>	<u>4,433</u>

FACILITIES AND EQUIPMENT

Capital Improvement Program

F-7 Motor Equipment

This provides for the acquisition of heavy and light motor equipment and passenger vehicles for all City departments except Fire, Police, Emergency Communications, Parks, Recreation and Human Services, and the Rochester Public Library. Separate allocations in other sections of this Capital Improvement Program fund purchases for those units. Replacement of recycling trucks begins in 2003-2004 and of refuse packers in 2004-2005.

<u>Department</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
Community Development			36			36
Economic Development	20	25	25	25	25	120
Environmental Services	4,258	1,785	3,709	2,302	7,599	19,653
	<u>4,278</u>	<u>1,810</u>	<u>3,770</u>	<u>2,327</u>	<u>7,624</u>	<u>19,809</u>

F-7 Totals

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	753	444	457	894	1,139	3,687
Local Works Cash Capital	1,021	202	885	923	2,143	5,174
Water Cash Capital	675	327	588	278	530	2,398
Parking Cash Capital	20	25	25	25	25	120
Refuse Cash Capital	1,809	812	1,815	207	3,787	8,430
	<u>4,278</u>	<u>1,810</u>	<u>3,770</u>	<u>2,327</u>	<u>7,624</u>	<u>19,809</u>

F-8 Tree Maintenance

Citywide tree maintenance program for the planting and upkeep of City trees.

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	315	324	330	336	346	1,651

FACILITIES AND EQUIPMENT TOTALS

<u>Funding Source</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>Total</u>
General Cash Capital	1,854	3,327	3,587	3,818	4,139	16,725
General Debt	550	2,382	2,560	875	890	7,257
Library Cash Capital	60	62	63	64	66	315
Local Works Cash Capital	1,038	259	943	982	2,204	5,426
Water Cash Capital	718	371	633	324	577	2,623
Parking Cash Capital	80	87	88	89	91	435
Refuse Cash Capital	1,957	2,219	3,530	365	3,950	12,021
	<u>6,257</u>	<u>8,707</u>	<u>11,404</u>	<u>6,517</u>	<u>11,917</u>	<u>44,802</u>

The Budget records personnel resources in a number of ways. First, individuals may be employed in either full time, part time, temporary, or seasonal capacities. A full time employee works a standard work week on a year round basis. The number of hours per week may vary depending on unit assignment and the nature of the job. Part time employees also work on a year round basis, but for less than the standard work week. Temporary employees work standard work weeks, but for a fixed period, usually not more than eighteen months. Seasonal employees work hours that are determined by the jobs to which they are assigned, usually for short periods, e.g., the Summer. While most of the City's personnel resources are allocated to full time positions, use of part time, temporary, and seasonal positions provides an efficient and flexible means of meeting peak work load requirements. These other than full time positions are aggregated in some Budget presentations.

Secondly, all full time positions are recorded in the Budget by job titles. In every unit with assigned personnel, a display indicates the job titles assigned to that unit and the number of full time positions authorized for each title. All job titles are assigned to pay brackets that represent the compensation range for the position. The salary and wage schedules at the back of this section present the range for each bracket.

Overtime, the practice of extending work beyond the regular work week hours, is also explicitly accounted for in the Budget. Carefully managed overtime provides a flexible extension of the City's experienced workforce.

Finally, the Budget accounts for a Vacancy Factor, the difference between the allocation actually required for personnel compensation and that which would be required if every position were filled at all times. Some number of positions are always unfilled at a given moment. Vacancy factors differ among units, based on the size of the unit and the turnover rates experienced by various elements of the work force.

Personnel resources are approximated in "Employee Years". Each full time position represents one Employee Year. Part time, temporary, and seasonal positions are expressed

as fractions of a full time Employee Year based on the numbers of hours to be worked in relation to the hours to be worked by a full time equivalent position or by salary averaging; fractions are to one decimal place, i.e., one-tenth of an Employee Year. Overtime and vacancy factors are similarly approximated.

The Employee Year allocations are approximated by adding that unit of measure for all full time, part time, temporary, seasonal, and overtime assistance and subtracting the vacancy allowance, as in the following example:

Employee Years	
Full Time Positions	21.0
Overtime	1.7
Part Time, Temporary, and Seasonal	2.3
LESS: Vacancy Allowance	<u>1.1</u>
	23.9

Some presentations in the Budget show the assignment of fractional full time positions (e.g., 1.5 full time positions) to reflect sharing of positions among various activities and the corresponding allocation of costs to each activity. This practice is common in the Department of Environmental Services, Bureau of Operations. Here workload requirements change throughout the year (e.g., from Leaf Collection in the Fall to Snow and Ice Control in the Winter) and is found elsewhere as well. Summing these partial assignments from two or more activities will result in an accounting of 100% of the full time employees, as in the following example:

<u>Title</u>	<u>Activities</u>	
Crew Chief	Lots & Yards	1.2
	Work Orders	0.6
	Leaf Collection	0.3
	Snow & Ice Control	<u>0.9</u>
	Total Authorized	3.0

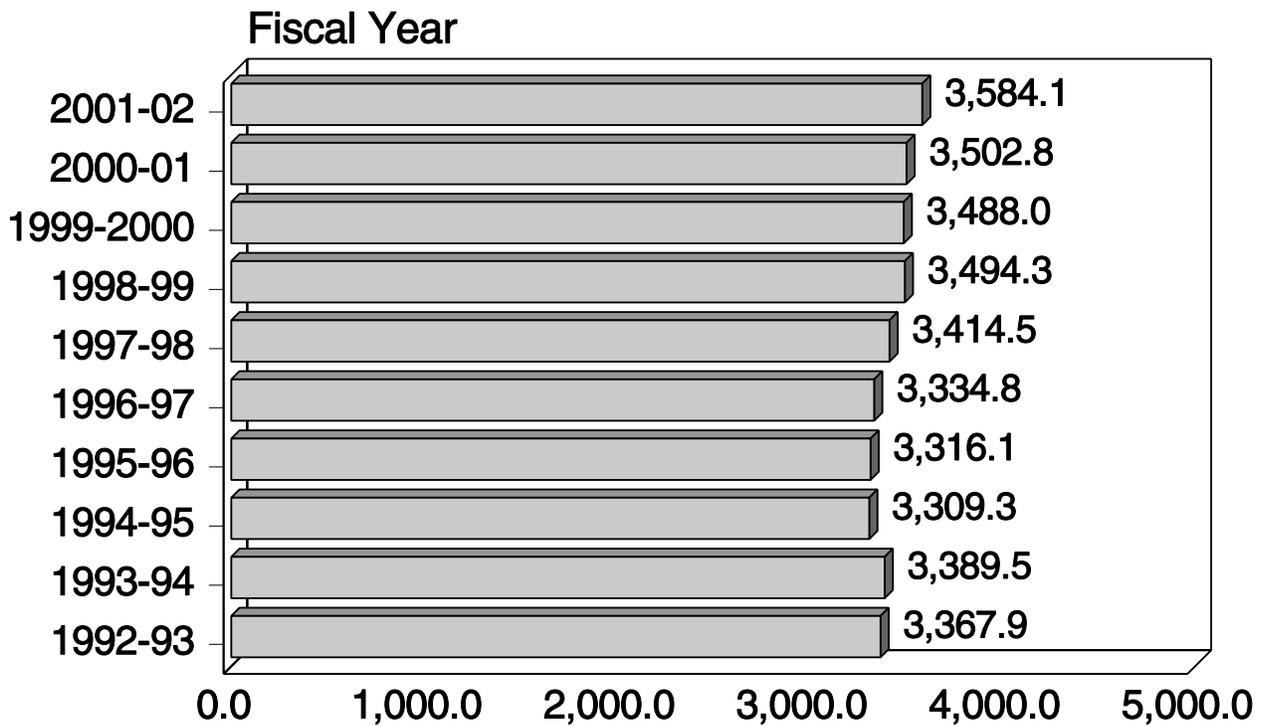
PERSONNEL SUMMARY
PERSONNEL RESOURCES

Total Employee Years	Budget <u>1998-99</u>	Budget <u>1999-2000</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
City Council and Clerk	27.5	27.4	27.3	27.3
Administration				
Mayor's Office	32.8	33.0	36.0	37.1
NET	65.3	66.1	66.2	77.9
Budget & Efficiency	12.6	11.9	10.6	11.6
Human Resource Management	54.2	43.4	40.0	46.6
Communications	13.4	12.4	12.8	13.0
Law	<u>25.5</u>	<u>25.0</u>	<u>25.0</u>	<u>25.0</u>
	203.8	191.8	190.6	211.2
Finance				
Director's Office	8.1	8.3	8.3	8.5
Accounting	19.0	19.0	19.0	19.2
Treasury	24.8	24.6	24.5	26.2
Assessment	23.8	26.4	19.9	19.9
Parking Violations & Adjudication	17.0	17.3	17.2	17.2
Purchasing	13.0	13.0	13.0	13.4
Information Systems	<u>33.6</u>	<u>33.1</u>	<u>33.0</u>	<u>37.7</u>
	139.3	141.7	134.9	142.1
Community Development				
Commissioner	6.5	6.5	15.6	7.5
Neighborhood Initiatives	0.0	0.0	0.0	8.1
Buildings and Zoning	43.9	41.1	41.1	41.6
Housing & Project Development	37.9	37.9	37.9	40.0
Planning	<u>15.0</u>	<u>15.5</u>	<u>7.0</u>	<u>7.0</u>
	103.3	101.0	101.6	104.2
Economic Development	28.9	28.3	41.7	42.2
Environmental Services				
Commissioner	61.5	61.5	61.2	67.6
Engineering & Architecture	73.2	73.5	73.5	72.6
Operations	377.8	374.4	373.5	385.8
Water & Lighting	165.5	162.9	160.1	156.2
Equipment Services	<u>81.4</u>	<u>82.6</u>	<u>83.0</u>	<u>81.7</u>
	759.4	754.9	751.3	763.9
Emergency Communications	186.6	191.9	189.7	186.8
Police	883.9	876.6	916.0	957.8
Fire	593.2	595.3	579.4	584.7
Library				
Central Library	178.2	177.3	177.9	174.3
Community Library	<u>54.8</u>	<u>52.2</u>	<u>54.8</u>	<u>55.0</u>
	233.0	229.5	232.7	229.3

**PERSONNEL SUMMARY
PERSONNEL RESOURCES**

Total Employee Years	Budget <u>1998-99</u>	Budget <u>1999-2000</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
Parks, Recreation & Human Services				
Commissioner	16.3	16.0	16.7	16.7
Parks & Recreation	240.9	237.6	257.4	260.1
Special Services	50.3	55.2	36.4	35.6
Human Services	<u>27.9</u>	<u>40.8</u>	<u>27.1</u>	<u>22.2</u>
	335.4	349.6	337.6	334.6
Total	3,494.3	3,488.0	3,502.8	3,584.1

Total Personnel Resources Employee Years



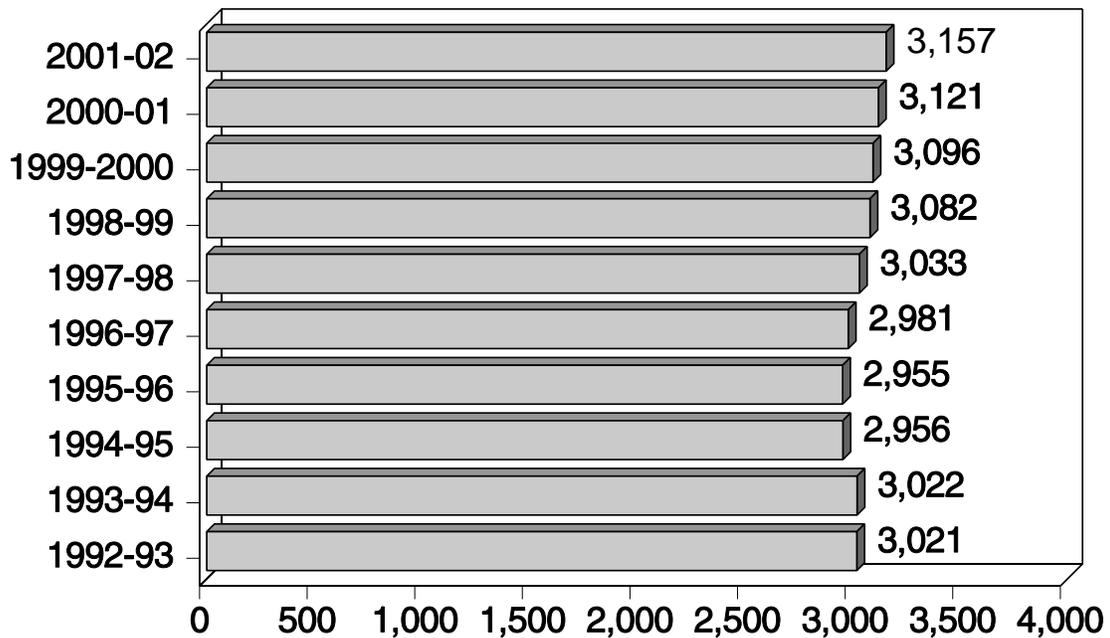
PERSONNEL SUMMARY
PERSONNEL RESOURCES

Total Full Time Positions	Budget <u>1998-99</u>	Budget <u>1999-2000</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
City Council and Clerk	13.0	13.0	13.0	13.0
Administration				
Mayor's Office	32.0	32.0	35.0	35.0
NET	64.0	64.0	63.0	68.0
Budget & Efficiency	10.5	10.5	10.5	11.5
Human Resource Management	38.0	37.0	37.0	42.0
Communications	12.0	11.0	12.0	12.0
Law	<u>26.0</u>	<u>25.0</u>	<u>24.0</u>	<u>25.0</u>
	182.5	179.5	181.5	193.5
Finance				
Director's Office	8.0	8.0	8.0	8.0
Accounting	19.0	19.0	19.0	19.0
Treasury	23.0	23.0	23.0	24.0
Assessment	18.0	18.0	18.0	18.0
Parking Violations & Adjudication	16.0	16.0	16.0	16.0
Purchasing	13.0	13.0	13.0	13.0
Information Systems	<u>33.0</u>	<u>33.0</u>	<u>33.0</u>	<u>38.0</u>
	130.0	130.0	130.0	136.0
Community Development				
Commissioner	6.0	6.0	15.0	7.0
Neighborhood Initiatives	0.0	0.0	0.0	8.0
Buildings and Zoning	41.0	39.0	40.0	40.0
Housing & Project Development	37.0	38.0	38.0	40.0
Planning	<u>15.0</u>	<u>15.0</u>	<u>7.0</u>	<u>7.0</u>
	99.0	98.0	100.0	102.0
Economic Development	29.0	28.0	29.0	40.0
Environmental Services				
Commissioner	52.0	52.0	52.0	57.0
Engineering & Architecture	70.0	71.0	72.0	71.0
Operations	317.0	312.0	312.0	313.0
Water & Lighting	154.0	152.0	149.0	146.0
Equipment Services	<u>77.0</u>	<u>77.0</u>	<u>77.0</u>	<u>76.0</u>
	670.0	664.0	662.0	663.0
Emergency Communications	170.0	173.0	173.0	173.0
Police	828.0	830.0	875.0	880.0
Fire	571.0	575.0	559.0	564.0
Library				
Central Library	143.5	142.5	142.5	142.0
Community Library	<u>32.5</u>	<u>32.5</u>	<u>33.5</u>	<u>33.0</u>
	176.0	175.0	176.0	175.0

**PERSONNEL SUMMARY
PERSONNEL RESOURCES**

Total Full Time Positions	Budget <u>1998-99</u>	Budget <u>1999-2000</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>
Parks, Recreation & Human Services				
Commissioner	15.7	15.7	16.5	16.5
Parks & Recreation	138.0	139.0	159.0	159.0
Special Services	33.8	39.8	23.0	23.0
Human Services	<u>26.0</u>	<u>36.0</u>	<u>24.0</u>	<u>19.0</u>
	213.5	230.5	222.5	217.5
Total	3,082.0	3,096.0	3,121.0	3,157.0

Number of Full Time Positions



**PERSONNEL SUMMARY
EMPLOYEE BENEFITS**

In addition to wage and salary compensation, employees are provided with various fringe benefits as provided by law, collective bargaining agreements, and administrative determination. The City's budgeting and accounting systems place the allocations for these benefits in a separate department for monitoring and control purposes. Details on these allocations are found in the Undistributed Expenses section of the Budget (Tab 13).

The following table distributes fringe benefits to appropriate units:

Employment Benefit Distribution

<u>Department</u>	<u>Amount</u>
Council & Clerk	390,100
Administration	2,876,700
Law	502,400
Finance	1,982,100
Community Development	1,637,100
Economic Development	618,300
Environmental Services	11,223,300
Emergency Communications	2,281,800
Police	16,733,100
Fire	11,034,300
Library	2,053,400
Parks, Recreation, & Human Services	3,066,800
Total	54,399,400

PERSONNEL SUMMARY
BARGAINING UNITS

Portions of the City's workforce are represented by the following labor organizations:

American Federation of State, County and Municipal Employees, Local 1635

Rochester Police Locust Club, Inc.

International Association of Firefighters, Local 1071, Uniformed and Non-Uniformed Units

International Union of Operating Engineers, Local 832-S

Civil Service Employees Association, Rochester Public Library Part Time Employees Unit, Local 828

In accordance with collective bargaining agreements, employees in the following positions are granted full release time from their regularly scheduled work, with full pay and benefits to perform union duties. These positions and associated salary and benefits are reflected in the appropriate departmental and Undistributed budgets, and are presented here for informational purposes only.

	<u>Salary plus Benefits</u>	
	<u>2000-01</u>	<u>2001-02</u>
<u>AFSCME Local 1635</u>		
Department of Environmental Services		
● Environmental Services Operator - 6 Day	66,000	69,800
● Environmental Services Operator	53,300	56,900
Department of Parks, Recreation & Human Services		
● Senior Recreation Supervisor	55,200	58,900
● Receptionist-Typist	39,800	43,000
<u>Rochester Police Locust Club, Inc.</u>		
Police Department		
● Police Officer	80,900	78,000
● Police Officer	68,500	69,900
<u>International Association of Firefighters, Local 1071</u>		
Fire Department		
● Firefighter	66,700	74,200
Total	430,400	450,700

PERSONNEL SUMMARY
BARGAINING UNITS

Effective Dates of Current or Most Recent Agreements

Labor Organization

Agreement Dates

AFSCME Local 1635

July 1, 1998 to June 30, 2002

Rochester Police Locust Club, Inc.

July 1, 1999 to June 30, 2001

International Association of Firefighters, Local 1071, Uniformed

July 1, 1999 to June 30, 2003

International Association of Firefighters, Local 1071, Non-Uniformed

July 1, 1998 to June 30, 2002

International Union of Operating Engineers, Local 832-S

July 1, 1999 to June 30, 2003

Civil Service Employees Association, Local 828, Rochester Public
Library Part Time Employees Unit

July 1, 1999 to June 30, 2002

PERSONNEL SUMMARY
CITY OF ROCHESTER SALARY SCHEDULE

16-9

July 1, 2001

By virtue of the authority vested in me by law, I, William A. Johnson, Jr., Mayor of the City of Rochester, New York, do hereby create, effective July 1, 2001, all positions set forth in this Budget to be in existence for the fiscal year 2001-02 at the salary and wage brackets indicated for said positions. The salary and wage bracket amounts shall be as set forth herein, except as modified by collective bargaining agreements or further directive of this office. All positions in existence prior to July 1, 2001, which are not set forth in this Budget shall be abolished effective July 1, 2001, except for positions otherwise prescribed by law.

A handwritten signature in cursive script that reads "William A. Johnson Jr".

William A. Johnson, Jr.

**PERSONNEL SUMMARY
CITY OF ROCHESTER SALARY SCHEDULE**

Non-Management Salaried Personnel
Effective July 1, 2001

Bracket	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I
1	20,840	21,503	22,166	22,735	23,196	23,618	24,149		
2	21,373	22,051	22,735	23,196	23,618	24,149	24,750		
3	21,801	22,502	23,196	23,618	24,149	24,750	25,389		
4	22,197	22,908	23,618	24,149	24,750	25,389	25,955		
5	22,698	23,422	24,149	24,750	25,389	25,955	26,664		
6	23,265	24,010	24,750	25,389	25,955	26,664	27,335		
7	23,872	24,629	25,389	25,955	26,664	27,335	28,079		
8	24,396	25,178	25,955	26,664	27,335	28,079	28,893		
9	25,068	25,865	26,664	27,335	28,079	28,893	29,778		
10	25,694	26,516	27,335	28,079	28,893	29,778	30,702		
11	26,395	27,237	28,079	28,893	29,778	30,702	31,657		
12	27,162	28,025	28,893	29,778	30,702	31,657	32,758		
13	27,994	28,886	29,778	30,702	31,657	32,758	33,744		
14	28,862	29,778	30,702	31,657	32,758	33,744	34,880		
15	29,759	30,709	31,657	32,758	33,744	34,880	35,942		
16	30,789	31,775	32,758	33,744	34,880	35,942	37,185		
17	31,722	32,732	33,744	34,880	35,942	37,185	38,674		
18	32,786	33,832	34,880	35,942	37,185	38,674	40,263		
19	33,782	34,863	35,942	37,185	38,674	40,263	41,890		
20	34,953	36,068	37,185	38,674	40,263	41,890	43,595		
21	36,349	37,511	38,674	40,263	41,890	43,595	45,403		
110	21,116	26,395	27,237	28,079	28,893	29,778	30,702	31,657	32,606
150	23,807	29,759	30,709	31,657	32,758	33,744	34,880	35,942	37,020
170	25,378	31,722	32,732	33,744	34,880	35,942	37,185	38,674	39,835
180	26,228	32,786	33,832	34,880	35,942	37,185	38,674	40,263	41,471
190	27,027	33,782	34,863	35,942	37,185	38,674	40,263	41,890	43,147
200	27,963	34,953	36,068	37,185	38,674	40,263	41,890	43,595	44,902

Administrative, Professional and Technical Personnel
Effective July 1, 2001

Bracket	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K
22	41,755	42,652	43,571	44,510	45,463	46,441	47,440	48,460	49,501	50,563	51,654
23	43,571	44,510	45,463	46,441	47,440	48,460	49,501	50,563	51,654	52,762	53,899
24	45,463	46,441	47,440	48,460	49,501	50,563	51,654	52,762	53,899	55,057	56,240
25	47,440	48,460	49,501	50,563	51,654	52,762	53,899	55,057	56,240	57,450	58,686
26	49,501	50,563	51,654	52,762	53,899	55,057	56,240	57,450	58,686	59,945	61,238
27	51,654	52,762	53,899	55,057	56,240	57,450	58,686	59,945	61,238	62,560	63,898
28	53,899	55,057	56,240	57,450	58,686	59,945	61,238	62,560	63,898	65,209	66,521
29	56,240	57,450	58,686	59,945	61,238	62,560	63,898	65,209	66,521	67,861	69,231
30	58,686	59,945	61,238	62,560	63,898	65,209	66,521	67,861	69,231	70,795	72,222
31	61,238	62,560	63,898	65,209	66,521	67,861	69,231	70,795	72,222	73,687	75,180
32	63,898	65,209	66,521	67,861	69,231	70,795	72,222	73,687	75,180	76,707	78,265
33	66,521	67,861	69,231	70,795	72,222	73,687	75,180	76,707	78,265	79,856	81,484
34	69,231	70,795	72,222	73,687	75,180	76,707	78,265	79,856	81,484	83,143	84,845
35	72,222	73,687	75,180	76,707	78,265	79,856	81,484	83,143	84,845	86,575	88,346
36	82,693	84,378	86,099	87,858	89,650	91,481	93,342	95,251	97,195	99,181	101,202
86	88,284	90,490	92,749	95,066	97,441						
87	90,490	92,749	95,066	97,441	99,875						
96	85,985	87,705	89,459	91,248	93,073	94,935					
97	88,134	89,897	91,695	93,529	95,400	97,308					

PERSONNEL SUMMARY
CITY OF ROCHESTER SALARY SCHEDULE

16-11

Weekly and Hourly Personnel
Effective July 1, 2001

Hourly Rates:

Bracket	Step A	Step B	Step C	Step D	Step E	Step F	Step G
40	12.07	12.50	12.87	13.15	13.44	13.80	14.18
41	12.48	12.87	13.25	13.55	14.06	14.20	14.73
42	12.94	13.38	13.81	14.18	14.50	15.00	15.39
51	10.55	10.83	11.15	11.37	11.57	11.75	11.95
52	10.68	11.03	11.37	11.57	11.75	11.95	12.23
53	10.84	11.21	11.57	11.75	11.95	12.23	12.52
54	11.04	11.39	11.75	11.95	12.23	12.52	12.79
55	11.24	11.61	11.95	12.23	12.52	12.79	13.08
56	11.49	11.91	12.23	12.52	12.79	13.08	13.31
57	11.76	12.17	12.52	12.79	13.08	13.31	13.80
58	12.00	12.40	12.79	13.08	13.31	13.80	14.06
59	12.29	12.66	13.08	13.31	13.80	14.06	14.47
60	12.52	12.91	13.31	13.80	14.06	14.47	14.79
61	12.93	13.37	13.80	14.06	14.47	14.79	15.31
62	13.22	13.61	14.06	14.47	14.79	15.31	15.72
63	13.59	14.06	14.47	14.79	15.31	15.72	16.16
64	13.93	14.39	14.79	15.31	15.72	16.16	16.65
65	14.40	14.84	15.31	15.72	16.16	16.65	17.14
66	11.60	11.94	12.31	13.08			
425	6.51	6.76	7.03	7.28	7.55		

Daily Rates:

Bracket	Step A	Step B	Step C	Step D	Step E	Step F
68	101.08					
69	122.13	129.92	137.70	145.49	149.81	154.14

Commission
Annual Base
Pay:

Bracket	Step A
300	14,560
301	13,000

PERSONNEL SUMMARY
CITY OF ROCHESTER SALARY SCHEDULE

Uniformed Police Personnel
Effective July 1, 2000

Bracket	Step 1	Step 2	Step 3	Step 4	Step 5	Step A	Step B
90	28,143	34,720	40,845	46,828	49,146	52,956	55,699
92			53,072	56,273			
94			60,016	63,633			
95			67,720	71,804			

Uniformed Fire Personnel
Effective July 1, 2001

Bracket	Entry	Step 1	Step 2	Step 3	Step 4
80	28,987	35,762	42,070	48,233	50,620
82				55,229	57,961
84				62,451	65,541
85				70,470	73,957

Non-Uniformed Fire Personnel
Effective July 1, 2001

Employees hired before July 1, 1982

Bracket	Step A	Step B	Step C	Step D	Step E
73	36,254	37,506	38,842	40,221	41,649
75	37,860	39,284	40,625	42,189	44,057
78	43,216	45,576	47,181	49,320	51,515

Employees hired on or after July 1, 1982

Bracket	Step A	Step B	Step C	Step D	Step E
73	33,051	34,036	35,014	35,995	36,979
75	34,703	35,995	37,289	38,579	39,870
78	37,185	38,732	40,280	41,832	43,383

PERSONNEL SUMMARY
CITY OF ROCHESTER SALARY SCHEDULE

Fixed Salary Rates
Effective July 1, 2001

Title	Amount
Elected and Appointed Officials	
President of the Council*	37,182
Council Member*	27,182
Mayor*	109,707
Deputy Mayor	101,845
Examining Board Members	
Examiner-Chair**	1,250
Examiner Plumber	1,250
Clerk to the Board	1,250
Examiner-Vice Chair**	1,250
Examiner-Secretary**	1,250
Examiner-Stationary	1,250
Examiner-Electrician	1,000

*These salaries are fixed by local legislation.

**These positions are not compensated if filled by a City or RG&E employee.

Operating Engineers
Effective July 1, 2001

Bracket	Title	Step A	Step B	Step C
150	Asst. HVAC Engineer	18.45	19.77	20.36
151	HVAC Engineer	19.00	20.36	21.00
152	Lead HVAC Engineer	20.68	22.13	22.85

Part time, Temporary, and Seasonal Personnel
Effective July 1, 2001

Title	Step A	Step B	Step C	Step D
Account Clerk Typist	12.46	12.87	13.27	
Administrative Assistant	16.92	17.46	18.00	20.43
Administrative Assistant - Library	15.68	16.18	16.69	17.02
Administrative Secretary	15.38	15.87	16.36	18.54
Adult Activities Aide	6.86	7.09	7.30	
Architectural Intern	9.84	11.02		
Assistant GIS Technician	11.99	12.37	12.75	
Assistant Market Supervisor	11.76	12.17	12.52	
Assistant Pool Manager	9.88	10.22	10.50	
Assistant Summer Program Coordinator	8.28			
Bingo Inspector	11.75			
Bookmobile Operator	12.76	13.17	13.58	13.85
Building Maintenance Helper	10.68	11.03	11.37	
Building Maintenance Mechanic	12.52	12.91	13.31	13.80
Cemetery Crew Leader	10.50			
Cemetery Worker	11.25	11.64	11.99	
Class 5 Truck Driver - Library	12.45	12.85	13.24	13.50
Cleaner	10.01	10.33	10.65	
Cleaner - Library	10.61	10.94	11.29	11.52
Clerical Aide	9.33			

PERSONNEL SUMMARY
CITY OF ROCHESTER SALARY SCHEDULE

Part time, Temporary, and Seasonal Personnel
Effective July 1, 2001

Title	Step A	Step B	Step C	Step D
Clerk II	13.79	14.21	14.65	16.36
Clerk II - Library	12.76	13.17	13.58	13.85
Clerk II with Typing	13.79	14.21	14.65	
Clerk III	13.12	13.54	13.95	
Clerk III with Typing	13.12	13.54	13.95	
Clerk III with Typing - Library	12.16	12.54	12.92	13.18
Clerk IV	11.99	12.37	12.75	
Clerk Typist	11.99	12.37	12.75	
Clerk Typist - Library	11.10	11.44	11.81	12.05
College Junior Intern	6.52			
Communications Aide	16.92	17.46	18.00	
Counseling Specialist	18.01	18.59	19.17	
Crack Seal Program Inspector	9.47			
Crew Chief	11.82			
Day Camp Supervisor	9.61			
Dispatcher	13.29			
Dispatcher I/OEC	14.32	14.76	15.23	
Employment Case Assistant	14.12			
Employment Case Coordinator	16.92	17.46	18.00	
Engineering Intern	9.84	11.01		
Exam Proctor	6.88			
Exam Supervisor	10.99			
Executive Assistant	19.20	19.81	20.43	
Firefighter Trainee	5.93	6.36		
Ground Equipment Operator	10.30			
Grounds Worker	7.12			
Interdepartmental Messenger	12.79	13.19	13.60	
Job Readiness Trainer	17.26	17.81	18.36	
Laborer	6.52			
Lead Stage Hand	14.04			
Legislative Aide	16.92	17.46	18.00	
Legislative Clerk	13.12	13.54	13.95	
Librarian I	15.68	16.18	16.69	17.02
Librarian II	17.20	17.75	18.30	18.67
Library Assistant	14.69	15.17	15.65	15.96
Library Page	5.15	5.65		
Lifeguard	7.41	7.69	8.02	
Lifeguard Captain	9.61	9.88	10.22	
Lifeguard Lieutenant	8.51	8.79	9.12	
Maintenance Mechanic	12.52			
Maintenance Worker	11.25	11.64	11.99	
Mechanic Supervisor	16.24	16.76	17.28	
Microfilm Equipment Operator	12.46	12.87	13.27	
Neighborhood Conservation Officer	17.48	18.03	18.60	
Operations Worker	11.94	12.32	12.66	
Parking Fee Collector	6.51	6.76	7.03	
Parking Monitor	12.35			
Parks Operations Worker	12.48	12.87	13.25	
Photographer Grade II	18.01	18.59	19.17	
Playground Supervisor	7.69			
Police Stenographer	19.20	19.81	20.43	
Pool Attendant	8.16			

PERSONNEL SUMMARY
CITY OF ROCHESTER SALARY SCHEDULE

16-15

Part time, Temporary, and Seasonal Personnel
Effective July 1, 2001

Title	Step A	Step B	Step C	Step D
Programmer Analyst	22.81	28.21		
Public Safety Aide	7.28			
Recreation Assistant	6.86	7.09	7.30	
Recreation Clerical Aide	6.67	6.87	7.08	
Recreation Leader	13.17	13.59	14.00	
Retrieval Aide	6.56	6.76	6.98	7.12
Rink Aide	6.59			
Rink Manager	9.69			
School Traffic Officer	8.28			
School Traffic Officer II	9.63			
Security Guard	10.68	11.03	11.37	
Security Guard - Library	10.61	10.94	11.29	11.52
Security Intern	7.71	8.30		
Senior Cashier	15.38	15.87	16.36	18.54
Senior Stenographer	13.31	13.73	14.17	
Senior Retrieval Room Aide	10.60	10.92	11.26	11.49
Service Representative	14.12	14.57	15.01	
Shipping Aide	5.85	6.02	6.20	6.32
Stagehand	8.20			
Stock Clerk - Library	11.84	12.21	12.61	12.86
Sr. Maintenance Mechanic/Mason	14.40	14.84	15.31	
Sr. Operations Worker	13.22	13.61	14.06	
Sr. Rigger	23.57			
Sr. Stagehand	11.67			
Summer Program Clerk	7.80			
Summer Program Coordinator	13.89			
Summer Program Monitor	9.56			
Summer Youth Supervisor	6.52			
Vending Inspector	11.03			
Victim Assistance Counselor	15.85	16.36	16.87	
Water Maintenance Worker	12.27			
Watershed Quality Aide	7.53	8.39		
Youth Worker	5.15			

ROCHESTER CITY SCHOOL DISTRICT

REVENUE SUMMARY

Revenue Category	2000-01 Budget	2000-01 Amended	2001-02 Recommended	Increase (Decrease)
GENERAL FUND				
STATE				
Operating Aid	126,428,667	126,428,667	128,241,302	1,812,635
Growth Aid	-	-	-	-
Extraordinary Needs	22,685,585	22,685,585	25,424,997	2,739,412
Transition Adjustment	(56,561,650)	(56,561,650)	(48,886,873)	7,674,777
High Tax Rate Aid	38,356,909	38,356,909	39,914,067	1,557,158
Gifted and Talented	188,356	188,356	192,668	4,312
Limited English Proficiency	1,892,913	1,892,913	2,087,099	194,186
Handicapped-Excess Cost Aid	53,457,964	53,457,964	57,283,457	3,825,493
Special Services Aid	6,086,186	6,086,186	5,955,061	(131,125)
Transportation	24,033,214	24,033,214	25,143,283	1,110,069
Building Aid	17,743,566	17,743,566	21,572,375	3,828,809
Hardware Aid	248,735	248,735	571,800	323,065
Education Related Support	1,943,763	1,943,763	2,092,127	148,364
Software, Library, & Textbook Aid	3,087,684	3,087,684	3,212,547	124,863
Operating Standards Aid	3,022,458	3,022,458	2,720,860	(301,598)
Ladder/Tax Limitation Aids				
Shared Services (Professional Development)	1,066,838	1,066,838	1,377,391	310,553
Instructional Computer Technology	174,980	174,980	-	(174,980)
Charter School Adjustment	(11,700,000)	-	-	-
Charter School Relief Aid	-	-	4,361,026	4,361,026
Full Day-Kindergarten Conversion Aid	-	-	3,835,635	3,835,635
Total State	232,156,168	243,856,168	275,098,822	31,242,654
CITY				
Operating	127,300,000	127,300,000	127,300,000	-
Total City	127,300,000	127,300,000	127,300,000	-
LOCAL				
Indirect Costs	656,365	656,365	656,365	-
Nonresident Tuition	900,000	900,000	900,000	-
Rental and Use of Buildings	95,000	95,000	95,000	-
Sale of Obsolete Equipment	20,000	20,000	20,000	-
Fines and Forfeitures	3,000	3,000	3,000	-
Refunds - Prior Years	932,000	932,000	932,000	-
Student and Other Fees:				
Adult Education	75,000	75,000	75,000	-
Music	9,500	9,500	9,500	-
Miscellaneous	7,000	7,000	7,000	-
Tax Refund - HURD	-	-	-	-
Medicaid Revenue	2,750,000	2,750,000	2,750,000	-
Earnings - Capital Fund Investments	1,150,000	1,150,000	1,150,000	-
Earnings - General Fund Investments	1,500,000	660,000	660,000	-
Reserve for Debt Service	-	-	-	-
Retirement System Credit	-	-	-	-
Commercial Revenue	-	-	-	-
Total Local	8,097,865	7,257,865	7,257,865	-
Appropriated Fund Balance for General fund	3,773,225	9,613,225	685,000	(8,928,225)
Set-Aside for Fund Balance	-	-	-	-
Total General Fund Revenues	371,327,258	388,027,258	410,341,687	22,314,429

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ROCHESTER CITY SCHOOL DISTRICT

REVENUE SUMMARY (ALL FUNDS)

Revenue Category	2000-01 Budget	2000-01 Amended	2001-02 Recommended	Increase (Decrease)	Change %
SPECIAL AID FUND					
New York State Categorical Grants					
Categorical Reading Aid	5,500,000	5,500,000	5,500,000	-	0.00%
Improvement of Pupil Performance	6,950,000	6,950,000	6,950,000	-	0.00%
Magnet Schools	11,000,000	11,000,000	11,000,000	-	0.00%
Pre-Kindergarten Program	1,275,022	1,275,022	1,275,022	-	0.00%
Summer School	575,389	575,389	968,756	393,367	68.37%
Summer Program	2,809,935	2,809,935	2,809,935	-	0.00%
Employment Prep (Over 21)	7,952,414	7,952,414	8,452,575	500,161	6.29%
Class Size Reduction	5,254,672	5,254,672	4,894,784	(359,888)	-6.85%
Teacher Support Grant	1,076,000	1,076,000	240,000	(836,000)	-77.70%
Incarcerated Youth	1,144,424	1,144,424	1,317,791	173,367	15.15%
Minor Maintenance	447,089	447,089	447,089	-	0.00%
Universal Pre-Kindergarten	<u>7,060,000</u>	<u>7,060,000</u>	<u>5,900,000</u>	<u>(1,160,000)</u>	<u>-16.43%</u>
Total New York State Categorical Programs	<u>51,044,945</u>	<u>51,044,945</u>	<u>49,755,952</u>	<u>(1,288,993)</u>	<u>-2.53%</u>
Rescue Program	637,630	637,630	0	(637,630)	-100.00%
Federal					
Special Aid Grant Funds	35,593,031	35,593,031	38,520,645	2,927,614	8.23%
Federal Class Size Initiative	2,566,527	2,566,527	2,775,692	209,165	8.15%
Federal Magnet Program	2,203,559	2,203,559	0	(2,203,559)	-100.00%
Total Federal Special Aid	<u>40,363,117</u>	<u>40,363,117</u>	<u>41,296,337</u>	<u>933,220</u>	<u>2.31%</u>
Total Special Aid Fund	<u>92,045,692</u>	<u>92,045,692</u>	<u>91,052,289</u>	<u>(993,403)</u>	<u>-1.08%</u>
SCHOOL FOOD SERVICE FUND					
Total School Food Service	<u>14,127,131</u>	<u>14,127,131</u>	<u>14,781,282</u>	<u>654,151</u>	<u>4.63%</u>
General Fund Total	<u>371,327,258</u>	<u>388,027,258</u>	<u>410,341,687</u>	<u>22,314,429</u>	<u>5.75%</u>
GRAND TOTAL ALL REVENUE	<u>477,500,081</u>	<u>494,200,081</u>	<u>516,175,258</u>	<u>21,975,177</u>	<u>4.45%</u>

ROCHESTER CITY SCHOOL DISTRICT

EXPENDITURE SUMMARY (ALL FUNDS)

	1999-2000 Actual	2000-01 Budget	2000-01 Amended	2001-2002 Recommended	Variance
Appropriations by Major Object					
Administrator Salary	22,753,831	22,709,819	22,709,819	23,783,343	1,073,524
Teacher Salary	178,799,067	187,985,119	192,985,119	202,986,458	10,001,339
Paraprofessional Salary	10,619,897	11,439,934	11,439,934	12,153,601	713,667
Civil Service Salary	46,142,214	49,568,153	49,568,153	51,772,570	2,204,417
Contracted Services	80,054,268	75,557,703	75,557,703	77,220,629	1,662,926
Professional Development	935,756	953,861	953,861	878,094	(75,767)
Supplies & Materials	16,326,077	19,082,168	19,082,168	18,658,316	(423,852)
Employee Benefits	55,052,728	65,642,768	65,642,768	67,500,104	1,857,336
Equipment & Furniture	12,069,195	9,647,349	9,647,349	10,277,608	630,259
Department Credits	(1,470,951)	(1,124,228)	(1,124,228)	(1,123,828)	400
Debt Service	30,824,016	32,437,950	32,437,950	33,525,180	1,087,230
Textbooks	3,737,498	3,068,546	3,068,546	3,679,166	610,620
Computer Hardware	1,289,785	530,939	530,939	564,016	33,077
Charter Schools	0	0	11,700,000	14,300,000	2,600,000
Total	457,133,381	477,500,081	494,200,081	516,175,258	21,975,177
Appropriations by Division					
Legislative (Board of Education)	297,746	243,881	243,881	243,881	0
Elementary Schools & Early Childhood	130,675,127	136,414,574	138,907,049	143,686,222	4,779,173
Middle Schools	42,297,126	48,752,952	49,821,020	52,137,661	2,316,641
High Schools	68,979,542	68,494,097	699,933,554	73,886,850	3,953,296
Workforce Preparation	8,745,294	10,336,720	10,336,720	11,412,056	1,075,336
Student Support Services	11,468,588	10,920,618	10,920,618	12,163,467	1,242,849
District Management	8,977,191	9,195,853	9,195,853	9,540,646	344,793
Academic Support	11,936,028	15,171,572	15,171,572	13,625,687	(1,545,885)
Support to Private & Parochial	952,700	1,343,519	1,343,519	1,275,006	(68,513)
Financial Services	2,131,731	2,218,449	2,218,449	2,487,239	268,790
Central Services	4,557,373	6,607,669	6,607,669	8,499,472	1,891,803
Transportation	28,439,894	28,775,401	28,775,401	28,665,482	(109,919)
Facilities	26,561,350	23,443,657	23,443,657	24,626,260	1,182,603
Minor Maintenance	438,533	437,089	437,089	437,089	0
School Food Services	9,943,580	9,619,909	9,619,909	9,924,565	304,656
Districtwide Non-program	14,854,834	7,443,403	7,443,403	8,238,391	794,988
Debt Service	30,824,016	32,437,950	32,437,950	33,525,180	1,087,230
Employee Benefits	55,052,728	65,642,768	65,642,768	67,500,104	1,857,336
Charter Schools	0	0	11,700,000	14,300,000	2,600,000
Total	457,133,381	477,500,081	494,200,081	516,175,258	21,975,177

ROCHESTER CITY SCHOOL DISTRICT

EXPENDITURE SUMMARY (ALL FUNDS)

	1999-2000 Actual	2000-01 Budget	2000-01 Amended	2001-2002 Recommended	Variance
Number of Positions by Category					
Administrators	279.00	281.00	281.00	289.50	8.50
Teachers	3,536.51	3,647.58	3,647.58	3,680.93	33.35
Paraprofessionals	676.10	708.83	708.83	726.03	17.20
Civil Service	1,717.80	1,771.10	1,771.10	1,797.85	26.75
Total	6,209.41	6,408.51	6,408.51	6,494.31	85.80
Number of Positions by Division					
Legislature (Board of Education)	7.00	7.00	7.00	7.00	0.00
Elementary Schools & Early Childhood	2,702.06	2,735.64	2,735.64	2,830.87	95.23
Middle Schools	1,031.25	1,149.50	1,149.50	1,133.50	(16.00)
High Schools	1,378.60	1,389.10	1,389.10	1,355.07	(34.03)
Workforce Preparation	172.50	159.72	159.72	168.98	9.26
Student Support Services	144.85	144.50	144.50	146.26	1.76
District Management	105.90	142.70	142.70	148.55	5.85
Academic Support	90.65	95.55	95.55	75.43	(20.12)
Support to Private & Parochial	16.00	15.00	15.00	14.50	(0.50)
Financial Services	52.10	48.00	48.00	51.50	3.50
Central Services	56.00	68.80	68.80	87.15	18.35
Transportation	253.00	253.00	253.00	256.00	3.00
Facilities	118.00	117.50	117.50	113.00	(4.50)
School Food Services	74.00	75.00	75.00	99.00	24.00
Districtwide Non-Program	7.50	7.50	7.50	7.50	0.00
Total	6,209.41	6,408.51	6,408.51	6,494.31	85.80

ROCHESTER CITY SCHOOL DISTRICT

YEAR-TO-YEAR COMPARISON

Appropriation by Division	2000-01 Amended	2001-02 Recommended	Budget Change	% Change
Legislature (Board of Education)	243,881	243,881	0	0.00%
Elementary Schools & Early Childhood	138,907,049	143,686,222	4,779,173	3.44%
Middle Schools	49,821,020	52,137,661	2,316,641	4.65%
High Schools	69,933,554	73,886,850	3,953,296	5.65%
Workforce Preparation	10,336,720	11,412,056	1,075,336	10.40%
Student Support Services	10,920,618	12,163,467	1,242,849	11.38%
District Management	9,195,853	9,540,646	344,793	3.75%
Academic Support	15,171,572	13,625,687	(1,545,885)	-10.19%
Support to Private & Parochial	1,343,519	1,275,006	(68,513)	-5.10%
Financial Services	2,218,449	2,487,239	268,790	12.12%
Central Services	6,607,669	8,499,472	1,891,803	28.63%
Transportation	28,775,401	28,665,482	(109,919)	-0.38%
Facilities	23,443,657	24,626,260	1,182,603	5.04%
Minor Maintenance	437,089	437,089	0	0.00%
School Food Services	9,619,909	9,924,565	304,656	3.17%
Districtwide Non-Program	7,443,403	8,238,391	794,988	10.68%
Debt Service	32,437,950	33,525,180	1,087,230	3.35%
Employee Benefits	65,642,768	67,500,104	1,857,336	2.83%
Charter Schools	11,700,000	14,300,000	2,600,000	22.22%
District Total	494,200,081	516,175,258	21,975,177	4.45%
Total Positions (FTE's)	6,408.51	6,494.31	85.80	1.34%

Departmental activities and selected subject categories are presented here; for department and bureau references, see Table of Contents.

Department Abbreviations:

Admin.	- Administration
Council/Clerk	- City Council and Clerk
DCD	- Community Development
DES	- Environmental Services
EDD	- Economic Development Department
ECD	- Emergency Communications Department
PRHS	- Parks, Recreation & Human Services

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